Main Street Board of Directors Governance Roles & Responsibilities

- Funding & Financial Management
  - Set annual budget
  - Make an individual financial contribution
  - Participate in annual fund-raising activities
  - Monitor finances
  - Authorize expenditures
  - Audit/Internal Financial Review
  - Establish long-term funding strategy
- Advocacy
  - Publicize Main Street's work
  - Express public support for the organization
  - Tell others about Main Street's work
  - Represent the Main Street district's interests
  - Advocate for public policy beneficial to the M.S. district
- Committee Oversight
  - Recruit effective chairs
  - Approve committees' annual plan of work
  - Monitor committees' work and progress
  - Coordinate committees' work
  - Provide feedback
- Evaluation of Program
  - Establish goals, performance measures
  - Review operations
  - Monitor progress of projects
  - Monitor progress toward achieving goals, vision
- Policy
  - Legal operation & reporting
  - Mission
  - Organization goals & objectives
  - Bylaws
  - Values Statement
  - Operational policies (financial, personnel, volunteer, conflict of interest)
- Planning
  - Establishing a vision for the Main Street district
  - Creating a clear mission for the organization
  - Establish short- and long-term goals
  - Create a strategic plan for organization
  - Develop annual program of work
  - Ensure committees' project implementation plans
- Personnel Management
  - Hire, direct staff
  - Establish expectations and standards of performance
  - Evaluate performance & compensation annually
  - Develop personnel policies
  - Cultivate volunteer leadership