

## **Diabetes Education and Camping Association (DECA)**

### **Expectations of Board Members**

The Diabetes Education and Camping Association (DECA) provides critical support to the diabetes camping community by sharing resources, convening camping leaders, and advocating on diabetes camping program's behalf with partners and funders. To successfully achieve its mission, DECA relies on support from its board in setting strategic direction, raising funds, and exercising fiduciary responsibility.

#### **The Board's Role**

The Board's responsibilities, as a body, include:

- ***Strategy development:*** The board defines and ensures continued relevance of the organization's vision, mission, and future direction. In collaboration with the Executive Director, the board develops DECA's strategic priorities. The board ultimately approves the organization's strategic and annual plans.
- ***Establishment of policy:*** The board is responsible for setting and monitoring fiscal, governance, and other internal policies to ensure compliance with relevant law and best practices in nonprofit management and governance.
- ***Fundraising:*** In collaboration with the Executive Director, the board raises the funds necessary to meet the annual budget and achieve DECA's mission.
- ***Financial oversight:*** The board ensures that the organization's funds are spent in a fiscally responsible manner, commensurate with DECA's mission and status as a tax-exempt organization.
- ***Oversight of top management:*** The board appoints and oversees the work of the Executive Director, working closely with him/her to set priorities and assessing his/her performance on an annual basis.
- ***Monitoring and evaluation:*** Overall, the board is responsible for monitoring and evaluating the organization's progress toward goals and implementation of internal policies.
- ***Governance:*** The board is responsible for its own smooth functioning, ensuring appropriate structure and composition to meet the above responsibilities.

#### **Board Member Responsibilities**

Each board member plays an important role in making the above possible. DECA board members serve three-year terms, with the possibility of one renewal for a maximum of 6 consecutive years. During this time, board members are expected to:

- ***Attend board meetings:*** Board members are expected to attend the organization's meetings, in person or via telephone. If a board member misses 3 consecutive board meetings, he/she may be removed.
- ***Participate in committees:*** Much of the board's work is executed through its committees—Development, Executive, Finance, Governance, and Program. Board members are expected to participate in 2+committee(s) and attend the majority of their meetings each year. Through this work, board members fulfill their primary

responsibilities in fundraising, setting policy, developing strategy, monitoring implementation of strategy and policies, and overseeing the Executive Director. Directors may serve on organization workgroups.

- *"Give or get"*: Board members are expected to give and/or personally raise funds for DECA.
- *Actively support other fundraising*: Board members are strongly encouraged to participate substantially in other fundraising efforts, including supporting DECA fundraising events, opening doors with individual or institutional donors, and participating in solicitation calls or meetings.