



## **EXHIBIT B**

### **Expectations of Board Members**

#### **Overview**

The Board of Directors is the governing body of the Macalester-Groveland Community Council (hereinafter “the MGCC” or “the Council”). Board Members have a fiduciary responsibility to make informed, ethical and legal decisions regarding matters before the board. The Board includes two members from each of five grids elected by the residents therein, four residential directors elected at-large from the residential membership, one residential director elected at-large from residential renters and six organizational directors at-large elected exclusively by their respective constituents in the organizational membership categories of business, educational, faith, student and residential landlord communities.

#### **Responsibilities**

##### **Directors are expected to:**

- Regularly attend Board Meetings, usually held on the second Thursday of each month at 6:30 p.m. at 320 S. Griggs Street. Notify the Executive Director when unable to attend a Board Meeting and arrange a time to talk with the ED regarding any pertinent information prior to the next meeting. Per the MGCC bylaws, absence from three consecutive board meetings or four board meetings during any consecutive twelve-month period shall constitute grounds for removal from office of any officer or Director.
- Regularly attend all Board Retreats, usually held twice a year on a regular Board Meeting night. Board Retreats are paid for by the MGCC to ensure regular development/educational opportunities for Board Members. Members unable to attend a Board Retreat should contact the Executive Director Prior to the Retreat and arrange to go through the information provided to other Board Members.
- Contribute to the Council during each year of service on the board. Because we seek funding from outside sources, it is imperative that all members contribute to our mission as well. Contributions can be financial or through in-kind services.
- Serve on one of the Council’s committees or represent the Council on a citywide committee or other neighborhood task force or advisory committee. Board members are welcome to serve on multiple committees and/or task forces but are expected to serve on at least one.

- Assist staff with flyering or notifying neighbors about upcoming issues or meetings that affect their part of the neighborhood, as needed.
- Assist staff in the planning and publicizing of the Annual Meeting, including the recruitment of new Board Members.
- Comply with the Council's conflict of interest policy. (See policy)
- Comply with the Council's non-partisanship policy. (See policy)
- Volunteer for events sponsored by the Council, such as Frost Fest, Community Cleanups, Home Improvement Fair, Alley Garden Awards and Mac-Grove Fest. Board members are welcome to volunteer at multiple events but are asked to volunteer at two events per year at a minimum. Each event is divided into several volunteer shifts to accommodate various schedules.