

**Tzedakah, Inc.**  
**Expectations of Board Members**

**General**

The Board of Directors of the Tzedakah, Inc. (TI) is the body charged with governance of the organization. The board is responsible for: (1) Defining the organization's mission, and ensuring that the organization remains true to that mission, and (2) Assuring that the organization is managed effectively and ethically in accordance with halacha and the laws of the United States. Each member should view his or her participation on the board as a partnership of mutual obligation with all other board members. He or she is expected to offer active participation in exchange for a comparable commitment from all other board members.

The board as a whole:

- (1) Is responsible for adopting specific program initiatives that advance the TI's mission, and for assuring the adequacy of resources to support such program initiatives as it adopts.
- (2) Is responsible for adopting an annual program plan and budget.
- (3) Must approve financial statements and government disclosure forms.
- (4) Must review the organization's mission and develop a strategic plan no less frequently than once every three years.
- (5) Must evaluate the organization's performance and its own performance on a regular cycle, but no less frequently than once every three years.

Each board member is expected:

- (1) To be familiar with all aspects of TI's program and financial activities, keep abreast of communications to the board, and review written materials in preparation for board meetings.
- (2) Attend and actively participate in all board meetings. (Attendance may be in person or by telephone conference.) In no event should a board member attend fewer than 50% of board meetings in any given year, or 75% of meetings in any two-year period, except for reasons entirely beyond the member's control.
- (3) Join and actively participate on at least one task force or committee.
- (4) Make an annual financial contribution to TI.
- (5) Generally advance the organization's objectives in such ways as assisting with fundraising, burnishing the organization's image, publicizing its activities, identifying and helping to recruit new board members and volunteers.