



DUTIES AND RESPONSIBILITIES OF THE BOARD OF DIRECTORS (2025)

All SFA board directors are required to be current SFA members. Board directors:

1. Act as trustees on behalf of SFA members, chapters, the organization's funders, and, as a government chartered non-profit organization, the state of Minnesota and its residents.
2. Those Directors who represent specific chapters (chapter delegates) serve as a liaison between their chapter and the Association office and are responsible for keeping their respective Chapter Charters current.
3. Are responsible for the creation of SFA's Mission, including implementation of a Strategic Plan to accomplish the Mission;
4. Ensure the financial health and solvency of the organization and compliance with relevant laws;
5. Hire a competent and effective Executive Director, and provide adequate supervision and support to that person;
6. Evaluate the performance of the Executive Director, (ref. Policy on Page 19), determine compensation, and approve the hiring of additional staff;
7. Participate in regular evaluation and review of their own performance and composition to ensure constituent representation, board expertise and commitment;
8. Institute a fair system of policies and procedures for human resource management;
9. Engender a culture of loyalty to the organization, its staff and other board members by keeping disagreements impersonal, by practicing discretion, by accepting decisions made on a majority basis, and by promoting board unity, confidence and goodwill;
10. Regularly attend and participate in scheduled board meetings and occasional events between meetings.
11. Develop a committee structure that's appropriate to the organization's mission and size and effectively serve on committees as assigned;
12. Oversee the business affairs of the corporation in accordance with Minnesota state law (Statute 317A), including the requirements for the specific functions of board president and treasurer;
13. Actively participate in the recruitment of new directors;
14. Respect appropriate communication channels, in which the board President acts as the liaison to the Executive Director and between the committees.

From Policies & Procedures, Section 4.