

BOARD MEMBER DUTIES

Board Member Characteristics

Knowledge of and/or skills in one or more of the following would be very helpful, but not essential, to carry out the responsibilities of Directorship (presented in no particular order):

- ❖ Ethical commitment to avoid any level of self interest in regards to the investments, hired managers and custodians, and vendors engaged by The Foundation
- ❖ Familiarity or interest in investments
- ❖ Familiarity or interest in marketing
- ❖ Understanding of servicing clients in terms of professional presentation, timeliness of meetings and reporting, use of technology, and maintenance of records and confidentiality
- ❖ Familiarity or interest in planned lifetime and estate gifts
- ❖ Familiarity or interest in stewardship education in the local church

The following attributes and/or experiences would also be helpful in meeting the responsibilities of Directorship:

- ❖ Experience with United Methodist polity and structure
- ❖ Experience with dynamics of local church finances and stewardship
- ❖ Prior experience as a Director
- ❖ Willingness to actively share your point of view and listen to others to meet the common goal as determined by the group

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Board of Directors' Commitments

I. Per the Bylaws of The United Methodist Stewardship Foundation of Central Pennsylvania

- ❖ Member of a United Methodist Church
- ❖ Shall have demonstrated their interest in and support of the United Methodist Church and its commitment to connectional relationships
- ❖ Familiar with the vision and mission of the Conference
- ❖ Knowledge, skills and disciplines useful in meeting the responsibilities of Directorship
- ❖ Receive a thorough explanation of such responsibilities
- ❖ Shall confirm willingness to devote the time and effort required to meet his/her obligations
- ❖ Subscribe to the mission and vision of The Foundation
- ❖ Commitment to comply with the meeting requirements of this position

II. Time and Travel Expectations

- ❖ Currently three Board meetings per year (February, July and November)
- ❖ Meeting duration ranges from one to five hours beginning at 10:00 AM with lunch provided when necessary
- ❖ Current meeting locations are: Central Pennsylvania Conference Center, 303 Mulberry Drive, Mechanicsburg, Pennsylvania
- ❖ Participation on at least one committee: Audit, Executive, Finance, Investment Management, Marketing, Strategic Plan Implementation
- ❖ Committees meet as needed throughout the year and determine their own dates, times and locations
- ❖ Participation, as available, in client meetings and events sponsored by The Foundation to advocate and promote the work and services provided by The Foundation

III. Terms

- ❖ Three-year term
- ❖ Shall serve no more than three consecutive terms

Acknowledgement and confirmation:

Name

Date