

MPNA Board Member Job Description

Basic accountability according to the MPNA By-Laws (Article Six):

Duties of the Board shall be as follows:

- 1. Establish policy guidelines for and review actions of the association officers.*
- 2. Inform membership of alternative solutions to association problems.*
- 3. Formulate rules and regulations for the approval of the membership.*

Each individual board member is expected to:

1. support MPNA's fundraising efforts by raising or making a minimum personal contribution of \$250 each fiscal year to MPNA. Examples include the sale of neighborhood event tickets, newsletter ad sales, in-kind gifts or donations as requested/approved by committee chair. MPNA membership dues and HNSA dues are not to be included. Each board member to provide documentation of contribution at the end of the fiscal year to the board chair.
2. devote time to MPNA fundraising events and / or special projects.
3. support the Historic Neighborhoods Security Association by becoming a dues-paying member (currently \$60/qtr.).
4. prepare for, regularly attend and actively participate in board meetings and committee assignments (specifically chairing one committee, or serving on two).
5. approve and monitor long-range plans for MPNA
6. approve and monitor MPNA's programs
7. accept and abide by the legal and fiscal responsibilities of the board as specified by MPNA's charter, by-laws and state statutes and regulations
8. vote according to one's individual conviction; to challenge the judgment of others when necessary, yet be willing to support the majority decision of the board and work with colleague board members in a spirit of cooperation.
9. avoid acting as spokesperson for or entering contracts on behalf of the board unless specifically authorized to do so.
10. bring any grievances and/or other concerns to the attention of the board chair or president for issues regarding board business or neighborhood matters, respectively.
11. comply with conflict of interest policies developed by the board.
12. refrain from actions and involvements that might prove embarrassing to MPNA and to resign if such actions or involvements develop.
13. make judgments always on the basis of what is best for MPNA as a whole and for the advancement of its overall purpose rather than to serve special interests.
14. enhance MPNA's public image and help interpret MPNA to the community.
15. bring a sense of humor to the board in all its responsibilities.