**
COURT WATCH MONTGOMERY, INC.**

**BOARD OF DIRECTORS RESPONSIBILITIES**

**Responsibilities of the Board of Directors**

* Define the organization’s mission and vision, updating as necessary.
* Ensure prudent use of all assets and provide oversight to ensure effectiveness and sustainability.
* Determine how the organization carries out its mission through long and short-range planning and review, in coordination with the Executive Director.
* Evaluate the overall performance of the organization and the Board in achieving its mission.
* Adopt an annual organizational budget.
* Establish policies for the effective management of the organization.
* Hire an executive director and evaluate their performance.
* Recruit, orient, and develop board members.

**Responsibilities of Individual Directors**

* Understand and promote the organization’s mission.
* Be familiar with the organization’s programs and operations.
* Be a working member of at least one board committee.
* Participate in resource development and fundraising.
* Advocate on behalf of the organization and help educate the community.
* Review board meeting materials and attend all board meetings.
* Review the organization’s Form 990 before its submission to the Internal Revenue Service.
* Identify any potential conflicts of interest.

**Financial and Resource Development Expectations**

* Make an annual gift to the organization. (100% Board financial support is expected.) Directors are asked to consider a gift that is significant according to their circumstances.
* Engage in achieving the fundraising plan by assisting the Executive Director and staff with the identification, cultivation, solicitation and stewardship of contributors.

**Anticipated Time Commitment**

* Serve at least one, three-year term.
* Attend all board meetings.
* Devote approximately 5 hours per month to CWM committees/special projects, fundraising or being an ambassador for the organization.

Approved by the BoD on Sept. 12, 2018.