

## **ROLES AND RESPONSIBILITIES OF THE LWVC/LWVCEF BOARDS OF DIRECTORS**

The LWVC board of directors is the governing board of the League of Women Voters of California, a 501 (c)(4) organization. As such, it represents the membership and provides leadership for the organization.

The LWVCEF board of directors is the governing board of the League of Women Voters of California Education Fund, a 501 (c)(3) organization. As such, it provides leadership for the direction and activities of the LWVCEF. The LWVCEF has no members.

Both boards employ the same executive director, who oversees the day-to-day management of the organizations and directs the activities of the professional staff.

### **TOTAL BOARD RESPONSIBILITY**

As the leadership of both organizations, the first responsibility of all board members is to the total board and not to the workings of specific portfolios. All board members should participate in all board decisions and view each portfolio in the light of total League program and operation.

### **ORGANIZATIONAL DUTIES OF THE BOARDS OF DIRECTORS**

The organizational duties of the boards include:

- Setting policy;
- Establishing goals and objectives for the organizations' activities, and providing regular feedback and appraisal of these activities;
- Hiring and evaluating the executive director;
- Providing oversight and stewardship of assets, including active involvement in fund development activities;
- Establishing and maintaining the organizations within all legal and governmental guidelines, including their IRS status;
- Clarifying and communicating the organizations' missions;
- Approving, monitoring and evaluating programs;
- Enhancing the public image of the organization;
- Interpreting community needs to the organizations;
- Resolving issues of dispute or interpretation concerning the mission, policies and program of the organizations;
- Carrying out the convention mandates for the LWVC, and bylaw and other legal mandates for the both organizations.