



DOWNTOWN WALLA WALLA FOUNDATION

Board of Directors Roles and Responsibilities

The Downtown Walla Walla Foundation Board of Directors is passionate about the vibrancy and economic health of Downtown Walla Walla. The DWWF Board provides guidance for all programs, events, and initiatives that serve our mission to promote the history, culture, and commerce of Downtown Walla Walla.

Board Member Roles:

- Determine the mission, values, and policies of DWWF, and periodically evaluate the DWWF's success in fulfilling its mission, living up to its values, and complying with its policies;
- Understand the agency's history and programs;
- Participate in ensuring staff accountability for implementing that mission and plan
- Help DWWF staff connect to the community of recipients and potential recipients of its services and programs
- Create, review and approve strategic plans and major programs.
- Represent the DWWF, when asked, to elected officials, funders, and others in the community
- Select the Executive Director and evaluate their performance annually.

Board Member Duties

- Stay fully informed of the mission, goals, policies, programs, and current concerns of DBP.
- Attend at least 75% of monthly board meetings annually. If unable to attend a meeting, notify the Executive Director
- Serve in leadership positions, on committees, and undertake special assignments.
- Support DWWF staff in execution of the annual Work Plan.
- Represent DWWF publicly in a positive and supportive manner at all times.
- Support in a positive manner all actions taken by the Board of Directors even when one is in a minority position on such matters.
- Assist and support cultivation activities of new or existing programs.

Board Member Time Commitment

- Attend and participate in at least 75% of board meeting annually.
- Serve on at least one DWWF committee.
- While not required, board members are encouraged to attend and support DWWF events and programs.

Fiduciary Responsibility

- Provide fiduciary oversight, including reviewing and approving an annual budget, reviewing monthly financial statements, and participating in other financial reports and audits as needed.
- Donate to the DWWF annually at a personally meaningful amount.