Board Policy Making

Policies govern the direction and operations of an organization. They provide a framework for decision making. The board does set policy, yet it is not responsible for seeing ALL polices.

The director’s role regarding policy is to:

* Establish broadest and most strategic policies
* Ensure that policy is being developed and implemented
* Review policy periodically

The board reviews policies in order to reflect the changing needs of a community. It ensures compliance with legal requirements. Staff shares in policy-setting responsibilities. In order to understand which policies the board should delegate, distinction must be made among various kinds of polices.

Governing Policies

Policies that address the governing functions are the broadest. These include issues about strategic direction and leadership development. They can be found within the bylaws and the strategic plans. The board is directly responsible for the formation of these policies.

Mission Statement

The mission statement is the central governing policy. The board must see that the mission is clearly defined. The mission statement is defined further through goals and objectives that are established though a cooperative effort of the board, with input from the staff and volunteers

Executive Policy

These include financial policies, endowment policies, and personnel policies. Committees and or staff usually develop these and they are approved by the board. These policies are reviewed and revised infrequently.

Administrative Policy

Managing the workplace and communication to staff are among administrative polices and are developed and administered entirely by the staff. The board does not establish these policies, but is aware of them, assuring they conform to legal requirements and to the governing and executive polices.

It is through the regular approval and review of these policies (not micro-management of individual activities) that a board maintains contact with the day-to-day operations of the organization and fulfills its accountability to the organization’s constituencies.