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**ForeverGreen Trails Board Member Responsibilities**

**General Expectations**

* Embrace FGT’s mission, vision, and strategic plan.
* Understand the organization’s goals, policies, programs, and services.
* Abide by organization bylaws and policies and operate in good faith in and on behalf of FGT.
* Actively participate on the Board and committees and in FGT projects, programs, and events.
* Support increased social justice related to active recreation and mobility in FGT’s operations.

**Meetings**

* Prepare in advance: read agenda packets fully to help ensure meetings are productive.
* Share information to support sound decision making and competency of others.
* Ask questions to help you learn and become a more informed and productive Board member.
* Focus on understanding others’ perspectives and not just on being understood.
* Help improve meeting productivity with constructive suggestions about process/agenda.

**Relationship with Staff**

* Provide input to and support for the Executive Director as appropriate.
* Provide staff with introductions to key community leaders who can assist and support FGT.

**Avoiding Conflicts**

* Serve ForeverGreen Trails as a whole, not just one interest group or constituency.
* Avoid even the appearance of conflicts of interest; disclose any possible conflicts in a timely manner. Abstain from votes where you have a conflict of interest.
* Follow generally accepted standards of ethics for nonprofit organizations and public entities.
* Never accept (or offer) favors or gifts from (or to) anyone who does business with ForeverGreen Trails.

**Be an Ambassador for ForeverGreen Trails**

* Know key talking points to convey the importance of FGT and its mission.
* Take advantage of opportunities to educate others about our organization and its benefits.
* Encourage individuals, businesses, organizations, and jurisdictions to join/support FGT.

**Financial Stewardship**

* Exercise prudence in financial controls. Assure operations are transparent and limit risk.
* Review and approve budgets and periodic financial reports at Board and Executive Committee meetings. Ask questions to increase your nonprofit financial literacy.
* Ensure operational reserves to weather downturns and to take advantage of opportunities.
* Actively support FGT’s fundraising activities: sponsorship, membership, donations, and grants.
* Help identify potential donors and fundraise through your personal influence (“peer to peer”).
* Consider personally supporting ForeverGreen Trails with financial donations.