



# **Teton Valley Community Recycling**

Transforming waste to resources

## TETON VALLEY COMMUNITY RECYCLING (TVCR) BOARD MEMBER RESPONSIBILITIES

All Board members are asked to fulfill three fiduciary duties owed to Teton Valley Community Recycling (TVCR). These duties are legal responsibilities and are described below:

1. Duty of Care: Board members are expected to actively participate in organizational planning and decision-making, and to make sound, informed judgments in all matters regarding the mission of the organization. This implies all board members should be familiar with all the relevant facts pertaining to the matter under discussion. This also implies the Executive Director (ED) has provided sufficient information for each board member to make an independent decision. Overall, it is the responsibility of both ED and board members to ensure TVCR has adequate resources to advance its mission.
2. Duty of Loyalty: When acting on behalf of TVCR, board members need to put the interests of TVCR before any personal or professional concerns and/or biases, and be aware of any actual or potential conflict of interests.
3. Duty of Obedience: Board members must ensure TVCR complies with all applicable federal, state, and local laws and regulations. Its own internal governance rules and policies should ensure TVCR acts in accordance with ethical practices and remains committed to its established mission.

These Duties are serious legal requirements. To satisfy these requirements as well as grantor requirements, board members must commit to engaging in at least one educational/training workshop/seminar per year. TVCR shall provide information on training opportunities on a regular basis as well as covering the costs of attendance for each participating board member.



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To meet its required fiduciary responsibilities, TVCR expects its board members to:

1. Participate actively:
  - Attend all monthly board meetings, currently held the first Wednesday of each month at the Driggs Public Library, 6-8pm.
  - Participate on at least one committee and/or assume a board leadership role consistent with their interest/expertise.
  - Prepare in advance of all meetings and other key board activities.
  - Attend special events and other key organizational activities as requested by the board Chair or ED.
2. Have a good understanding of:
  - TVCR's mission, vision, and strategic direction of the organization.
  - TVCR's bylaws and policies that guide the work of the board.
  - The board's expectations of them as new board members.
3. Do their homework and be appropriately informed about:
  - All issues and matters that are the subject of board deliberation and/or decision-making.
  - Other important issues in the community and/or industry that may be likely to have an impact on the success of TVCR and its board.
4. Participate in and support TVCR's fundraising and other resource development activities by:
  - Making a regular personal financial contribution to TVCR according to each member's capacity.
  - Connecting TVCR with people and organizations that may be able to assist in funding or supporting TVCR
  - Actively participating in fundraising activities.



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5. Be willing to serve as an ambassador on behalf of TVCR by networking with appropriate community leaders and/or related organizations such as Full Circle Education, Friends of Teton River, or the schools.
6. Serve with honor and integrity:
  - Help enhance the image and credibility of TVCR through their work with the organization, realizing their personal behavior reflects on the work and reputation of TVCR.
  - Honor sensitive matters in confidence.
  - Honor and actively support all board decisions by respecting diversity of opinion and majority rules.
  - Treat the content of board deliberations with discretion.
  - Excuse themselves in instances where conflicts of interest may play a role.
7. Support and actively contribute to the board's efforts to work effectively as a team:
  - Bring a sense of perspective and humor to the work of the board.
  - Provide support to fellow board members.
  - Take time to celebrate the successes and accomplishments of TVCR and the board.