



ROLES AND RESPONSIBILITIES OF THE BOARD OF TRUSTEES

A well-informed and well-trained board is absolutely essential to the success of Community Music School. An effective board has a clear understanding of its roles and responsibilities as the final policy makers.

The board has three broad areas of responsibility: planning and policy development; community and organizational development; and, fundraising and support development.

Planning and policy development: determining the mission and vision that charts the future direction of the organization. This is usually accomplished through the board's leadership and participation in strategic planning. The first area covers policy development in response to major issues that are or will in the future have significant impact on the agency and the constituencies it serves. Also included is monitoring the performance of programs, products and services.

Community and organizational development: broadening CMS's base of support in the community; interacting with the community to bring new issues, opportunities and community needs to the attention of CMS; maintaining accountability to the public, funders, members, and clients. It also includes training and developing current and new leaders within the board and committees, and assuring that the same development is occurring within the professional staff through the leadership of the Executive Director.

Fundraising and support development: giving personal time and money; developing donors and supporters; leading and supporting fundraising campaigns and events as well as maintaining accountability to donors and funders.

The three areas are closely linked to each other: If the Board is going to make decisions that reflect the true interests and needs of the organization's constituents, board members must be in tune with those constituents and the wider community of which they are a part. The Board is expected to assist the executive director in raising funds to support the programs and services of the organization and to be involved in planning and decision-making in meaningful ways so as to feel a strong sense of individual and collective ownership. CMS requires board members to assist with maintaining relationships with individual and institutional donors in the community.