

# Delegate Body Board/Board Committee Info Session

August 1, 2023

7 p.m.

Zoom

# Understanding Your Role as a Service Unit Delegate Serving on the Board or a Board Committee

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# Delegate Roles and Responsibilities

- Attend Board/Board Committee meetings.
- Carry out assignments and prepare for active participation.
- Maintain the confidentiality of board/board committee work until it is time to be released for general information and abide by the Council's Conflict of Interest and Code of Ethics Policies.
- Gather Service Unit feedback when assigned to do so.
- Submit quarterly Board/Board Committee Reports to the Delegate Body.
  - January, email.
  - April, Mid-year Delegate Check-in meeting.
  - July, email.
  - October, Yearly Meeting of the Delegate Body.

**\*\*Committee structure subject to change at the pleasure of the Board Chair in accordance with Council's needs.**

# Board Development Committee

The Board Development Committee is a standing committee of the Board of Directors, and monitors the effectiveness of the Council's executive functions by:

- Identifying and recruiting qualified individuals for all elected positions, including the Officers, directors-a-large, Board Development Committee members, and National Council Delegates and Alternates
- Assisting in identifying and recruiting qualified individuals willing to serve on the various Board committees
- Annually providing at least one slate of candidates for all elected positions
- Creating programs for, and conducting, Board orientation, training and development
- Making recommendation for removal of Directors or National Council Delegates when necessary.

**\*\*Meets virtually weekday evenings.**

# Board of Directors

## The Board is Responsible to:

- Set Strategic Direction
- Ensure the Necessary Resources
- Provide Oversight
- Board Performance
- Decision Influencing

## The Legal Duties of the Board:

- Duty of Obedience
- Duty of Care
- Duty of Loyalty
- Duty of Transparency

# Board of Directors

## **Board of Directors Meetings 6-7:30 p.m.**

September 21, 2023, Annual Meeting of the Board, 6-8 p.m., APFG

September 28, 2023—Board Orientation, Virtual

October 26, 2023, Virtual

December 7, 2023, 6-8 p.m., In-person, APFG-holiday celebration

January 18, 2024, 6-7:30 p.m., Virtual-audit approval

April 18, 2024, 6-7:30 p.m., virtual

June 20, 2024, 6-8 p.m., In-person, location TBD

August 22, 2024, 6-8 p.m., In-person, APFG, Annual Meeting of the Board

# Advocacy

The Advocacy Committee supports the GSUSA legislative agenda. The Advocacy Committee also monitors the effectiveness of the Council's legislative and community engagement initiatives to ensure sustainable support within the Council's service territory by:

- Providing governance oversight to and leadership of the Council's Legislative efforts.
- Partnering with the Board of Directors, CEO and Communications / Marketing staff in promoting the legislative agenda with community leaders, public officials, and federal, state and local legislators.
- Helping to facilitate increases in girl and adult membership.
- Building strong connections to key external audiences.
- Reviewing strategies for achieving the Council's legislative goals.

**\*\*Meets quarterly virtually weekday evenings.**

**In-person: Virginia Legislative Day, February 2024 and various legislator meetings throughout the year.**

# Audit Committee

The Audit Committee oversees proper external review of the not-for-profit audited financial statements and IRS Form 990. The Committee also:

- Verifies proper functioning of the organization's financial risk management.
- Responds to whistleblower or other allegations of ethical or legal violations.
- Considers proposals from potential independent certified public accountant and makes recommendation to the Board, as required by Council Bylaws, Article X, Section 8.

**\*\*Meets virtually weekday evenings; November, December, and January.**



# Finance Committee

The Finance Committee monitors appropriate and effective financial resource allocation by:

- Safeguarding the Council's financial assets.
- Providing guidance with respect to developing and applying financial policies, decisions and plans.
- Bringing expertise regarding appropriate financial benchmarks, trends, and changes.
- Advising the Board with respect to making significant financial decisions.
- Establishing and monitoring the internal financial control policy.

# Finance Committee

## **Finance Committee Meetings: 6 p.m., Virtually**

- November 14, 2023
- February 13, 2024
- May 14, 2024
- July 30, 2024
- September 10, 2024

# Investment Committee

The Investment Committee monitors and evaluates the funds invested by the Council to protect its assets and ensure financial stability. The Committee fulfills its advisory role by:

- Recommending appropriate and effective investment related policies and actions.
- Monitoring investment performance.
- Providing expertise regarding standards and benchmarks to apply to investment decisions and economic trends.
- Recommending the hiring/terminating of investment managers/advisors.

# Philanthropy Committee

The Philanthropy Committee monitors the effectiveness of the Council's philanthropic program to ensure sustainable financial support within the Council's service territory by:

- Providing governance oversight to and leadership of the Council's fundraising efforts.
- Partnering with the Board of Directors, CEO and Philanthropy staff in raising significant financial resources.
- Building strong connections to key external audiences.
- Reviewing strategies for achieving the Council's fundraising goals.

# Property Committee

The Property Committee monitors the condition, maintenance and utilization of the Council's existing property assets and makes recommendations to the Board with respect to:

- Disposition of existing or acquisition of additional properties.
- Enhancement of existing properties to maintain and increase Girl Scout utilization
- Management and maintenance of properties, including evaluation of
- Adequacy of resources to support each property
- Type and scope of programs and activities at each property to optimize Girl Scout participation and satisfaction.
- Collaboration with other entities, including other Girl Scout Councils to enhance property utilization and revenues

Q&A

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# Dates

Board and Board Committee Application Deadline:

- September 1, 2023.
  - [https://girlscoutsusa.ca1.qualtrics.com/jfe/form/SV\\_eDKNLY3EehUS1Mh](https://girlscoutsusa.ca1.qualtrics.com/jfe/form/SV_eDKNLY3EehUS1Mh)

Yearly Meeting of the Delegate Body, October 7, 2023, APFG

- Check-in: 8:45 a.m.
- Meeting: 9:30-11:30 a.m.
  - Registration: <https://www.gsccc.org/en/sf-events-repository/2023/yearly-meeting-of-the-delegate-body.html>

Delegate Body Resource Page: <https://www.gsccc.org/en/discover/our-council/board-of-directors/delegate-resources.html>

Questions? [sunnys@gsccc.org](mailto:sunnys@gsccc.org)



THANK YOU

The image shows the word "THANK YOU" spelled out using eight colorful sticky notes, each pinned with a red pushpin. The letters are: T (green), H (yellow), A (light blue), N (orange), K (light green), Y (yellow), O (light blue), and U (orange). The background is a plain white surface.