



Zoe for Life
Board Profile Development
May 19, 2021

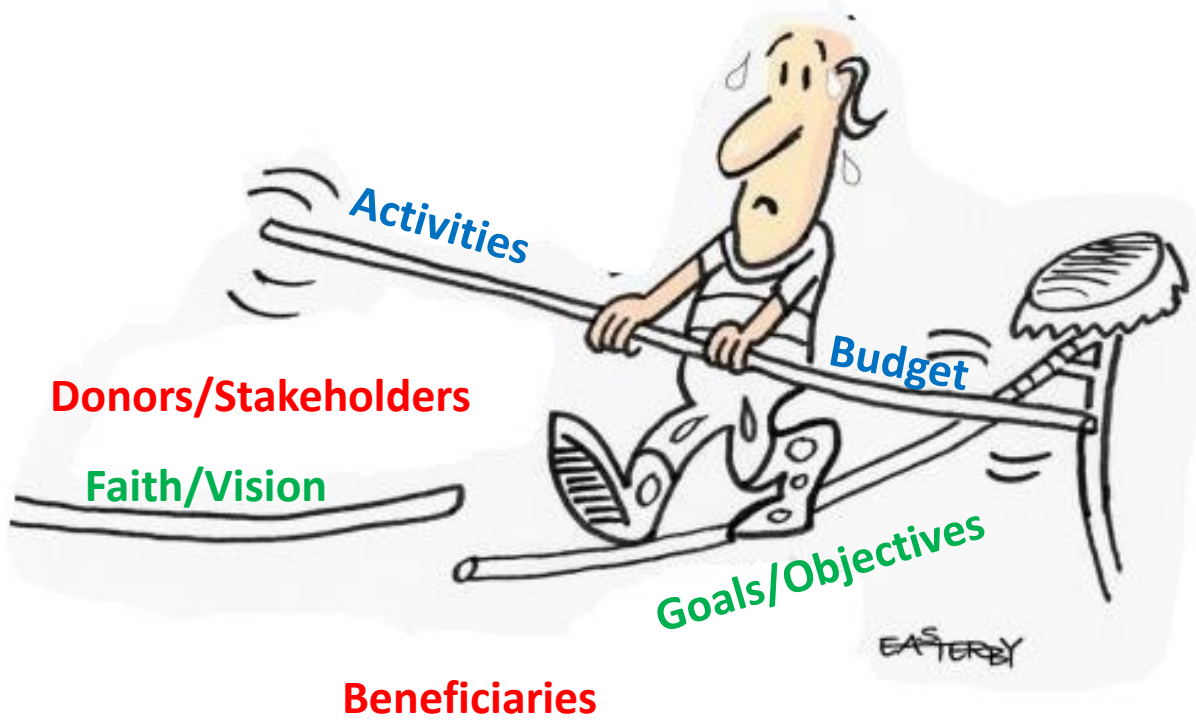
ZOE for Life![®]



**ORTHODOX
MINISTRY
SERVICES**

The Nonprofit Board Member

Tightrope Walker

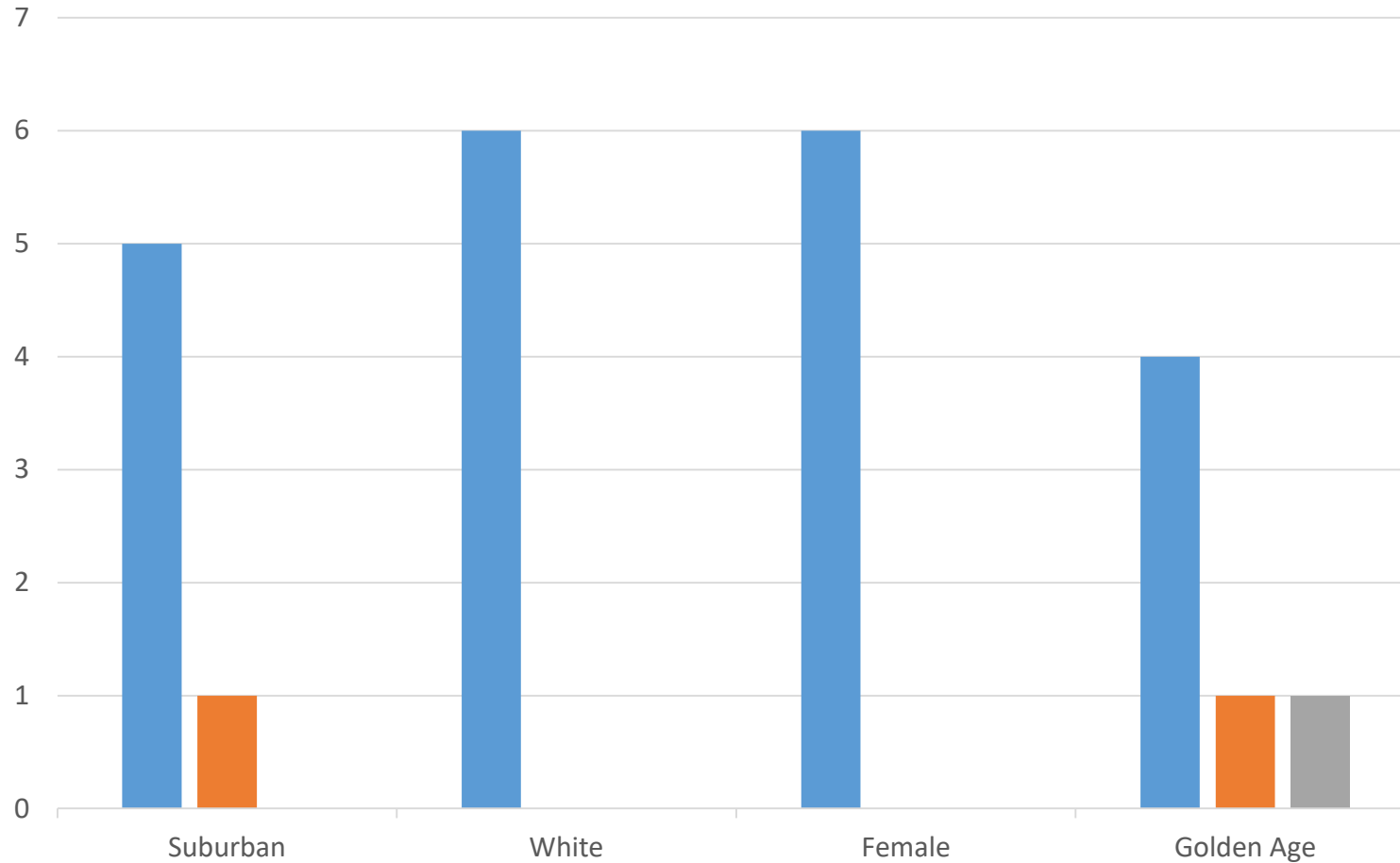


Who You Are

A word cloud featuring various professional roles and traits. The words are arranged in a roughly circular pattern, with 'Bridge Builder' being the largest and most central. Other prominent words include 'Manager', 'Leader', 'Hard Worker', and 'Administrator'. Smaller words like 'Program-Minded', 'Philanthropic', 'Technology', 'Legal-minded', 'Planner', and 'Strategist' are interspersed around the larger terms.

Program-Minded
Manager
Philanthropic
Leader
Proclaimer
Technology
Legal-minded
Bridge Builder
Planner
Hard Worker
Administrator
Strategist
Visionary

Who You Are - Demographics



Fiduciary Responsibilities

The word “fiduciary” comes from the Latin word “fiducia,” meaning trust. A fiduciary is a person or organization entrusted to act on behalf of another person or organization. Essentially, a fiduciary owes to that other entity the promise that they will renounce the pursuit of self-interest, and with good faith and trust serve the interests of the other party.

When individuals agree to sit on a parish council or board, they often do so out of faith or a commitment to their fellow parishioners and may not fully understand the liability and responsibility of oversight that comes with the role.

F I D U C I A R Y D U T I E S

Duty of care: *A Board member must exercise their responsibilities in good faith and with a certain degree of diligence, attention, care, and skill. Attributes of this duty include:*

- Active participation in Board and committee meetings
- Understanding on the “business” of Zoe for Life and how it operates
- Provide strategic direction and overseeing management
- Make each decision with the requisite amount of care and good faith

Duty of loyalty: *A Board member will act in the best interest of the organization and avoid using their position for personal benefit. Attributes of this duty include:*

- Adopt strong conflict of interest statements, signed by each Board member
- Obtain multiple bids for procurement
- Make all decisions objectively and refrain from participation in matters in which objectivity is impaired

Duty of obedience: *A Board member will understand laws and regulations that apply to the organization and carry out the purposes of the parish according to its bylaws, rules, and policies. Attributes of this duty include:*

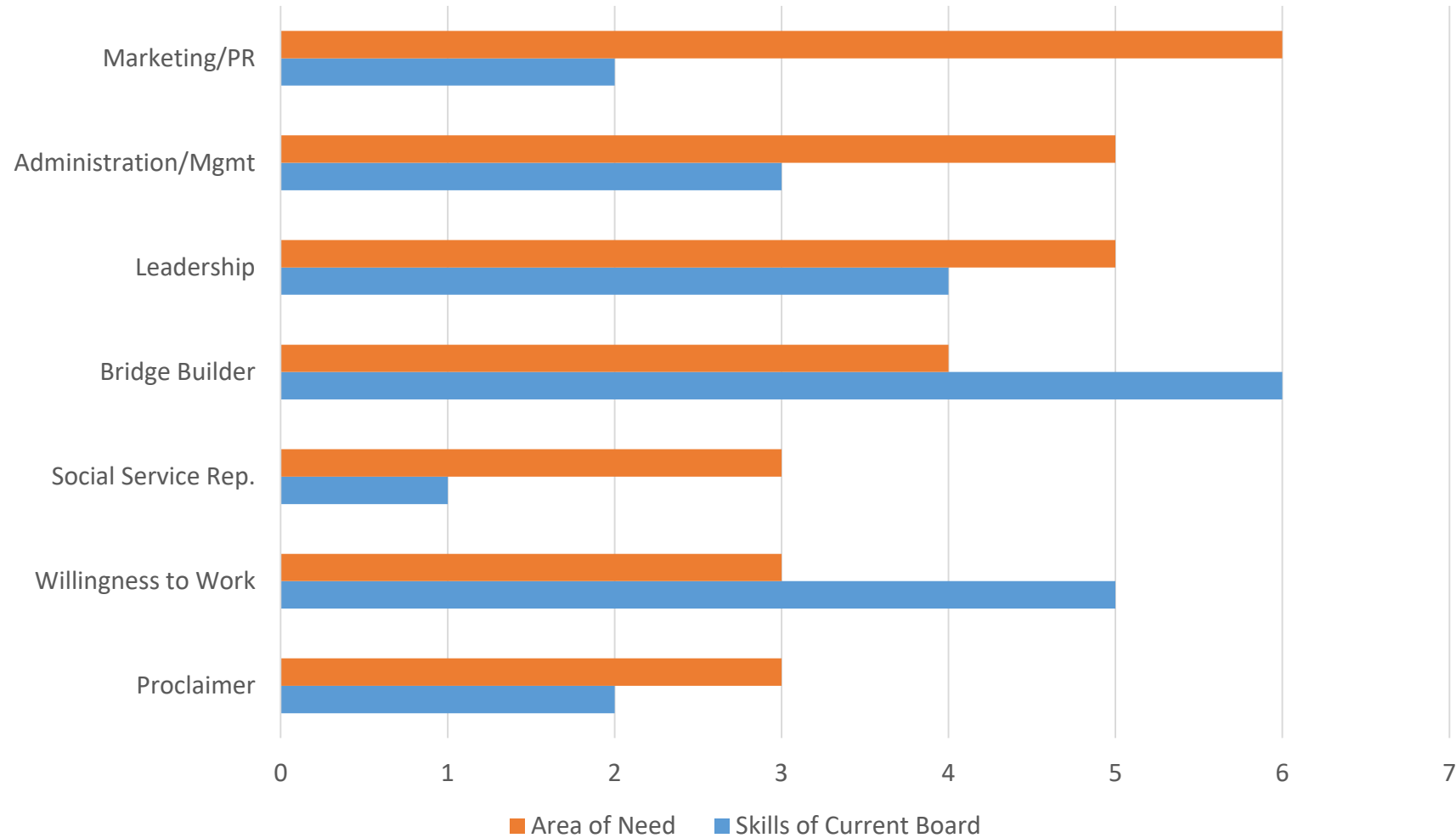
- Understand Zoe for Life’s articles of incorporation, bylaws, and policies
- Refrain from activities that are beyond the organization’s powers and purposes
- Make all decisions in a manner faithful to the mission and purpose of the organization

The Role of the Board

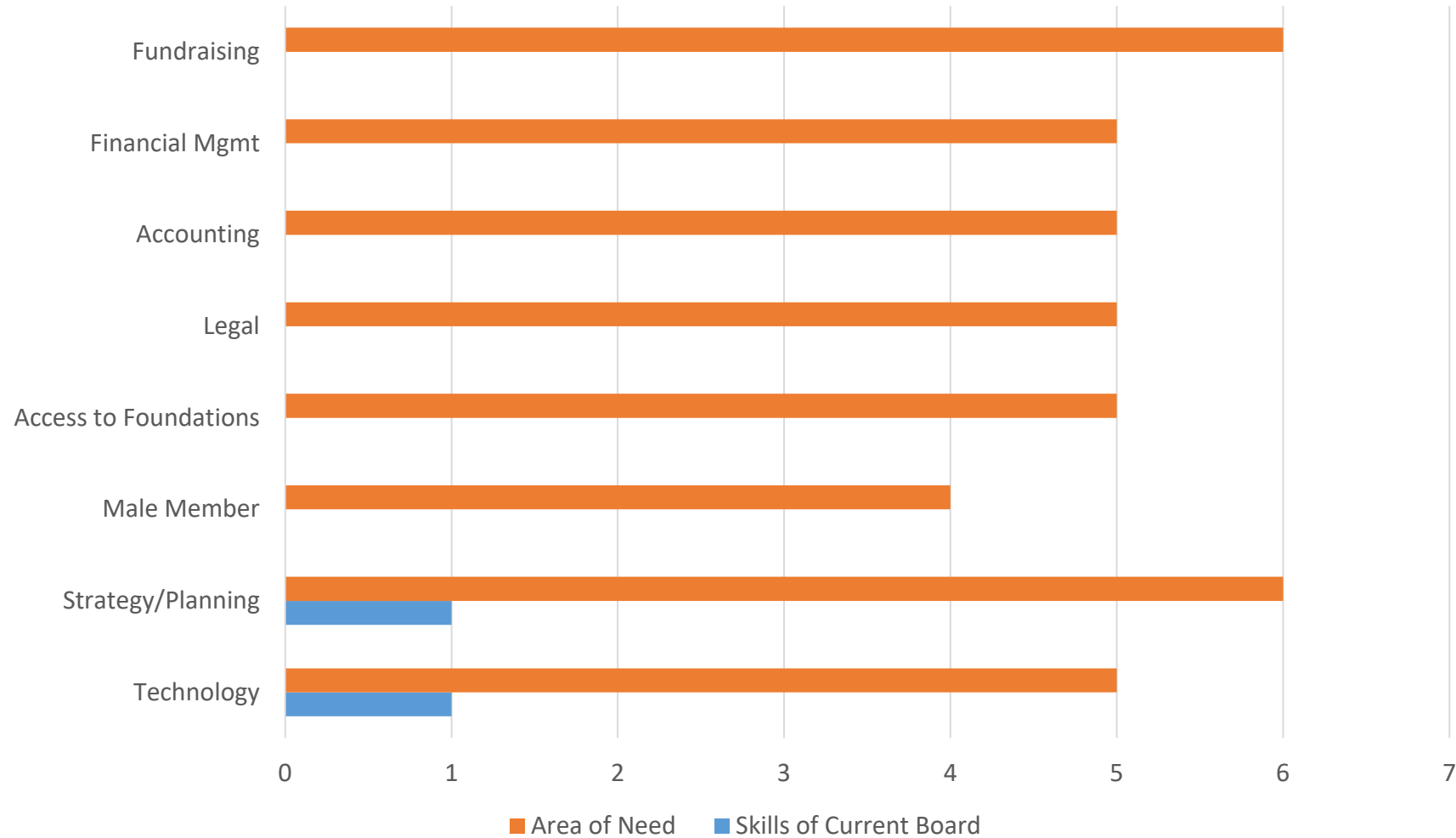
1. Vision Setting, Policy & Planning
2. Budget & Finance
3. Fundraising & Advancement
4. Board Meetings & Committees
5. Board Recruitment
6. Board Assessment
7. Extension of Zoe's mission and programs



Profile Results – The Good News!



Profile Results – What the Board Needs



Recommended Board Committees

- Vision/Strategic Planning
- Fundraising
- Nominations/Elections
- Marketing/Communications
- Finance
- Programs

The Road Forward

- ▶ Define roles and responsibilities
- ▶ Set a few goals, not many, and goals that are achievable
- ▶ Push work down to committees
- ▶ Make quick decisions and correct any mistakes made
 - ❖ Avoid paralysis by analysis
- ▶ Build a cadence and keep to it

Committee Monitoring Reports

Executive Committee Monitoring Report: August 2020

Policy	Status	Requirements	Actuals	Notes/Comments
Strategic Planning Ensure there is a clear pathway to achieve the stated "ends" of the organization	Outside of Board Guidelines	<ul style="list-style-type: none"> • 3-Year Strategic Plan in place • Annual Development Plan • Monthly monitoring and review of outcomes 		
Committee Responsibility Fulfill the stated governance responsibilities of the Executive Committee	Within Board Guidelines	<ul style="list-style-type: none"> • Report actions to full Board for review and endorsement • Each EC member to serve in liaison role between other standing committees of the Board 		
Priest Succession Planning Review succession planning guidelines with diocese and develop list of desired qualities in assistant priest	Within Board Guidelines	<ul style="list-style-type: none"> • Job description/list of qualities for asst priest • Contact Bp. Basil • Roster of seminarians • Long-term succession plan in place 		
Priest/Council Communications Council chair to keep priest informed on matters that significantly affect the parish	Within Board Guidelines	<ul style="list-style-type: none"> • Regular priest-Chair meetings • Monthly board email update 	<ul style="list-style-type: none"> • Priest and Chair meet monthly • Council update from chair to full council published monthly 	