



HEALTHY FOODS LOCAL FARMERS

Mill City Farmers Market General Board Responsibilities

Directors act as voting members of the Board with full authority and responsibility, as a group, for organizational leadership, fiscal oversight, strategic planning, shareholder communication, and supervision of the Executive Director. They hold a fiduciary duty to the Organization and are expected to use the mission and vision to guide decision-making.

Expectations: Directors will

- Fully understand the roles and responsibilities of the Board of Directors, as outlined below.
- Fully understand and be able to communicate the strategic plan, mission and core values of the organization
- Prepare for, attend, and actively participate in all meetings of the Board of Directors.
- Serve on Board committees and subcommittees as appointed or elected.

Key responsibilities:

1. Support and Assess the Organization's Mission and Vision

Mill City Farmers Market inspires and nurtures a healthy community by building a local, sustainable and organic food economy in a vibrant, experiential marketplace. Its' vision is to be a nationally recognized marketplace model that connects, educates and empowers a community to support a healthy, sustainable food system to contribute to the success of local food growers and producers.

The board continuously reviews these purposes—with at minimum a formal review during annual strategic planning—to assure that they address current community needs.

2. Select and Supervise the Executive Director (ED)

The Board hires, supports, and supervises the organization's executive director (in partnership with the Mill City Farmers Market Charitable Fund Board) ensuring the professional support the ED needs to further the goals of the organization. The board approves written annual goals for the ED, sets ED compensation and provides regular feedback on ED performance.

3. Ensure Effective Organizational Planning

As stewards of the organization, the board leads the staff and communities served in periodic strategic planning, from which programs are developed.

4. Ensure Adequate Resources

The board ensures adequate resources for the organization to fulfill its mission. The board works in partnership with the ED and development staff to raise funds from philanthropic, individual, business, and community donors, and to develop earned revenue streams.

5. Manage Resources Effectively

The board, in order to remain accountable to its donors, the public, and to safeguard its tax-exempt status, assists in developing the annual budget and ensuring that proper financial controls are in place to safeguard against misappropriation of assets.

6. Determine and Monitor the Organization's Programs and Services

The board determines which programs are the most consistent with an organization's mission, monitors their effectiveness, and provides staff with objective evaluation of programs.

7. Enhance the Organization's Public Image

The board, individually and as a whole, clearly articulates the organization's mission, accomplishments, and goals to the public.

8. Assess Its Own Performance

The board creates annual performance benchmarks for its work and evaluates its achievements and performance on a monthly basis.

Time Commitment:

The Board of Directors typically meets six times a year.

The time commitment is approximately 1 to 4 hours per month, depending on the time of year.

Term Limits:

A board term is three years.