

YMCA Camp Northern Lights

Board Responsibilities and Authority Board Member Duties, Expectations, and Practices

Community Board of Directors Responsibilities and Authority

The YMCA Camp Northern Lights Community Board is an advisory group that will be responsible to the General Board of the Greater Twin Cities YMCA. The Camp Community Board helps set the vision, as well as the policy management and planning oversight that ensures success with the Camp's mission. The Board also ensures the Camp's future well being by guiding wise use of Camp resources and working actively to secure necessary funds. The Board relies on the skills of all its Board members in this important work.

Community Board Member Duties and Expectations

As individuals, Camp Board Member duties include:

1. Attending and participating in Board meetings as scheduled. During the 2021-2022 board year, Camp Northern Lights Board meetings will be held on the second Tuesday of the following months, September, November, January, March, and May (Five meetings total.) Board retreats at camp will take place in October. Optional Board social events will be scheduled for December and August.
2. Participating on at least one standing Committee of the Board or on a special project. Committees usually meet no more than once per month. Special projects are accomplished as needed. Northern Lights Committees will include Executive Committee, Board Development Committee, Mission Advancement Committee, Program Development Committee, Buildings and Property Committee, Outreach and Inclusion Committee.
3. Helping develop financial resources for the Camp by:
 - Making a meaningful personal contribution to the Annual Fund.
 - Prioritizing Camp Northern Lights as one of top three organizations to personally support.
 - Actively participating (and obtaining participation of others) in annual fundraising activities, or in other substantial ways as decided upon working with the Executive Committee of the Board and Camp Branch staff.
 - Participating in Capital Fund Development, Endowment for Camp Northern Lights and/or other long-term funding to support Camp Northern Lights.
4. Representing and promoting Camp Northern Lights and the YMCA enthusiastically to the community.
5. Sharing expertise in helping Camp Northern Lights accomplish its mission.

6. Assuming leadership on the Board, in committee assignments and with special projects as asked and as time permits.

Board Practices and Division of Responsibilities

In general, the following practices are a guideline for the interaction of the Branch Board, committees, and staff of Camp Northern Lights, with the General Board and Corporate Staff of the YMCA of the Greater Twin Cities.

Committees perform the primary work of the Camp Northern Lights Board through:

- Investigation and research
- Development of options
- Preparation of recommendations to the Board

Community Board is responsible for policy advice and planning oversight of the branch. That responsibility is delegated from the General Board. The work of the Community Board is done in committees. The Community Board has no direct responsibility for Branch personnel and no legal responsibility for property ownership. They act upon Community Board committee recommendations using one of three options:

- Approving the committee's recommendation
- Disapproving the committee's recommendation
- Returning the issue to the committee for further work
(The board should not re-do the committee's work.)

Branch Staff report to the Branch Executive. They bring information, alternatives, and the consequences of those alternatives to the board through the work of the committees. Branch staff does not report to the Community Board

Community Board Chair helps the Community Board members make appropriate Board decisions and works with the Branch Executive to ensure the smooth functioning of the volunteer Board, consistent with Camp Northern Lights mission.

Branch Executive reports to Camping Vice President of the Greater Twin Cities YMCA. Their relationship to the Community Board is to assist the Board Chair in guiding Board members through policy and planning decisions.

General Board of Greater Twin Cities YMCA has legal and fiduciary responsibility for corporate and branch decisions and has legal ownership of the Camp Northern Lights property.

Corporate Office Staff of the Greater Twin Cities YMCA provides day-to-day support to branch staff and Board in the areas of personnel, marketing, program, finance, planning and fundraising activities.