

Susan's Talking Points: Welcome to the Board – We're all passionate about FH, but passion isn't enough! It takes **time**, hard work, sound judgment, moral backbone, responsiveness, mutual respect/trust toward fellow BOD members, flexibility. Did I mention TIME? (describe history of meeting schedules, conference calls, challenges of three time zones, etc.)

Governance is our #1 job (Refer to Article 5 of USFHA By-Laws):

Article 5 – Board of Director's Duties:

5.1 General Powers. *The business and affairs of the corporation shall be governed by the Board of*

Directors, except as otherwise provided in these Bylaws.

5.2 Function of the Board. *The USFHA Board of Directors shall represent the interests of the field hockey community for USFHA in the United States and its athletes by providing with policy, guidance and strategic direction. The Board shall oversee the management of USFHA and its affairs, but it does not manage USFHA. The Board shall select a well-qualified and ethical Executive Director and diligently oversee the Executive Director in the operation of USFHA. The Board shall focus on long-term objectives and impacts rather than on day-to-day management, empowering the Executive Director to manage a staff-driven organization with effective Board oversight. In addition, the Board performs the following specific functions, among others:*

5.2.1 *Implements procedures to orient new Board directors, to educate all directors on the business and governance affairs of USFHA, and to evaluate Board performance.*

5.2.2 *Selects, compensates, and evaluates the Executive Director and plans for management succession;*

5.2.3 *Develops policies related to planning and development of a strategic plan for USFHA and reviews and approves USFHA's strategic plan, as well as the annual operating plans, budget, business plans, and corporate performance;*

5.2.4 *Sets policy and provides guidance and strategic direction to management on significant issues facing USFHA;*

5.2.5 *Reviews and approves significant corporate actions;*

5.2.6 *Oversees the financial reporting process, communications with stakeholders, and USFHA's legal and regulatory compliance program;*

5.2.7 *Oversees effective corporate governance;*

5.2.8 *Approves capital structure, financial strategies, borrowing commitments, and long range financial planning;*

5.2.9 *Reviews and approves financial statements, annual reports, audit and control policies, and, upon the recommendation of the Finance and Audit Committee, selects independent auditors;*

5.2.10 *Monitors to determine whether USFHA's assets are being properly protected;*

5.2.11 *Monitors USFHA's compliance with laws and regulations and the performance of its broader responsibilities; and*

5.2.12 Ensures that the Board and management are properly structured and prepared to act in case of an unforeseen corporate crisis

Notice liberal use of words “oversee, review, monitor”. We’re in an advisory role, so resist urge to micromanage the staff. Stay within acceptable bounds.

Mission Statement – Get comfortable with it. Be able to articulate.

The mission of the USFHA is to:

- *Promote and grow field hockey in the United States.*
- *Enable U.S. athletes to achieve sustained competitive excellence in Olympic, PanAmerican Games, World Cup and other International competitions.*
- *Provide programs and services for our members, supporters, affiliates and the interested public*
- *Be committed to excellence and the improvement of opportunities for both men and women in our sport, emphasizing participation and development opportunities for players, (at all levels from competitive excellence to the purely social) coaches, umpires and administrators.*
- *Be committed to selecting and preparing teams to participate successfully in the Olympic Games, Pan American Games and identified international competitions.*
- *Strive to represent the U.S. and the sport of field hockey in an exemplary manner throughout the world, both in terms of competitive performance and in the overall quality of our programs and services to our members.*

Those six statements combined are the engine that drives the train. They help us with planning, budgeting, contract approval, resource allocation and decision-making.

Understand the overall operations of the organization, starting with the (new) organizational chart

1. Engage staff
2. Volunteer
3. Attend functions
4. Ask Questions
5. Talk to membership – keep ear to the ground

Read and Understand materials prepared and distributed by USFHA

1. Bylaws
2. Audits
3. Financial Statements (and develop financial literacy, if lacking)
4. Code of Ethics
5. News Releases
6. Weekly Reports from ED
7. Confidential Reports – and keep them confidential

8. Studies
9. Advertising marketing & fundraising materials
10. FH Life magazine
11. Social network source

Attend BOD and AGM meetings. Be an active participant.

Be a leader on subcommittees & taskforces when called to serve.

- **Ensure compliance with laws associated with non-profits (transparency, keeping, model ethical and honest behavior, be sensitivity to complaints re: perceived mismanagement)**
- Consider **your** assets, strengths, contacts, skill sets (Can you stop the jets?)
- Actively seek out fundraising opportunities, donors, sponsorships
 - Consider needs of the organization
 - Find ways to solve challenges
 - Value teamwork
 - Look for ways to compromise to reach goals
 - Build relationships based on shared values
 - Actively look for and recruit new board members
 - Dare to dream about USFHA – Enjoy the experience. Serving is truly an honor.