

Community Based Care of Brevard, Inc. Policy and Procedure Manual



Series: Board Governance **COA:** GOV 6
Policy Name: Board Donations **CFOP:**
Policy Number: GOV005
Revision #/Date: March 26, 2009
Effective Date: 10/25/07

Applicable to: Board of Directors

SUBJECT: Donations by Board Members

PURPOSE: The purpose of this policy is to outline for current and potential new Board members the financial and participatory expectation of holding a CBC of Brevard Board seat. In order to promote the mission, vision and purpose of CBC of Brevard and in an effort to substantiate commitment to the cause of protecting children, strengthening families and changing lives, Board members will make an annual donation. This policy sets the guidelines for member donations for the purpose of establishing CBC of Brevard credibility and to strengthen potential Grant and funding solicitations. Members who are unable to donate as a result of regulations or guidelines that prohibit them from doing so will promote the vision and mission of the organization through attendance at events.

POLICY:

Annual Contribution:

Board members will contribute an annual donation in an amount that is deemed reasonable by the individual member. Donations and or annual pledges will be made in the month of July. Board donations are intended to demonstrate a member's commitment and support for the mission of CBC Brevard. Staff will compile and aggregate the total amount donated by the Board members. This information will be used primarily for solicitation of funding through grants and related activities. It is understood that unless otherwise authorized by the Board, the contributions made by Board members are confidential.

Events:

To the extent possible, it is expected that Board members will attend a minimum of two (2) events on an annual basis. Community Based Care of Brevard's signature event, the Provider Network Banquet, is held annually in June. It is anticipated that Board members and an invited guest, if applicable, will attend this event as the guests of CBC of Brevard. Other events which have a ticket price will be paid for by the Board members and guests unless otherwise determined by the Board of Directors. Board members are encouraged to attend events that do not carry a cover charge or ticket price where partners and community members participate. It is anticipated that Board members will avail themselves of these opportunities to network on behalf of the agency and as an endorsement of the agencies mission, vision and purpose.

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Special Activities:


There may be special activities locally or out of town which have significant impact on the organization and its continued viability. These may be in the form of legislative sessions, the annual Dependency Court Summit, and public hearings sponsored by either the DCF Secretary or the FCC (Florida Coalition for Children) the Brevard County Board of County Commissioners or other parties vested in child welfare in the State of Florida. These activities may require Board participation and active involvement to support not only the CBC initiative and children and families served, but on a local level, the System of Care developed by Brevard County.

For these events, Board members will be solicited to attend and demonstrate their ongoing support. They may also be asked to participate in panel discussions or to represent the interests of the organization to officials and legislators. When these events occur outside of Brevard County, or involve an entire day, those Board members who attend will be reimbursed for allowable travel expenses according to the DCF travel policy in force for all CBC of Brevard staff.

Approved by the CBC of Brevard Board of Directors October 25, 2007

BY DIRECTION OF THE BOARD OF DIRECTORS:

AS APPROVED BY THE CHIEF EXECUTIVE OFFICER:



MR. WILLIAM RYDER
Chair



DR. PATRICIA NELLIUS-GUTHRIE
Chief Executive Officer

Signature Date: 3/24/09

Signature Date: 3/24/09