



Leadership Duties of the Board Member

Nonprofit law specifies three duties – Care, Loyalty and Obedience – that Board members are legally obligated to follow. The Board of Directors of Paul Smith's College has adopted four additional duties:

1. Duty of Care
 - “Good Faith.” Decisions and actions that serve the best interests of the Association
 - “Diligence.” An active interest; attentive and able to make informed decisions
2. Duty of Loyalty
 - Allegiance and loyalty to the Alumni Association mission
 - Absolute respect for confidentiality
 - Avoid conflicts of interest
 - No personal gain
3. Duty of Obedience
 - A unique responsibility of the not-for-profit director
 - Assuring that the Association mission is paramount; that it is implemented and realized
 - Adherence to laws and regulations
4. Duty of Participation
 - Attendance at meetings
 - Attendance at planning or related sessions
 - Involvement in meeting discussions
 - Accept committee or other volunteer assignments
 - Availability to management and board leadership
5. Duty of Learning
 - Understanding of the basic economic, regulatory, legal, and competitive environment of higher education
 - Commitment to learn about the higher education environment and the college, and what they require in terms of philanthropic support
 - Accessing internal and external continuing educational opportunities
6. Duty of Representation and Advocacy
 - Exercising personal influence to help advance the mission and meet the programming and philanthropic needs of the college
 - Interact with government, industry, faculty, students, fellow alumni, individual donors and potential donors, etc.
7. Duty of Support and Assistance
 - “Sounding Board” guidance to management
 - Using one's knowledge to aid the Association and college
 - Financial support of the Association and the college by giving and raising funds, assisting with recruitment and other revenue generating activities.