

US Chess Executive Board and Board Member Expectations

The mission of US Chess is to empower people, enrich lives and enhance communities through chess.

Expectations of the Whole Executive Board

The Executive Board is the highest leadership body of US Chess and is governed by its fiduciary duties of:

- Duty of Care: Take care of US Chess by ensuring prudent use of all assets, including facilities, people, and good will;
- Duty of Loyalty: Ensure that US Chess' activities and transactions are:
 1. Advancing its mission
 2. Recognizing and disclosing conflicts of interest
 3. Making decisions in the best interest of the nonprofit corporation
- Duty of Obedience: Ensure that US Chess obeys applicable laws and regulations; follows its own bylaws; and that US Chess adheres to its stated corporate mission, goals and objectives.

In order to satisfy its fiduciary duties, the Executive Board is responsible for:

- determining the mission and purposes of the organization
- electing Executive Board officers
- selecting and evaluating the performance of the Executive Director
- engaging in strategic and organizational planning
- providing strong fiduciary oversight and financial management
- fundraising and resource development
- approving and monitoring US Chess' programs and services
- enhancing US Chess' public image
- speaking with one voice as to US Chess policies
- assessing its own performance as the governing body of US Chess
- representing US Chess in bi-lateral, multi-lateral, and international chess governance activities when appointed or elected to such position

In performing its duties, all Executive Board members are expected to:

- follow the organization's bylaws, policies and board resolutions
- sign an annual conflict of interest disclosure and update it during the year (as necessary), as well as disclose potential conflicts before meetings and actual conflicts during meetings
- maintain confidentiality about all internal matters of US Chess, including sensitive matters that are not necessarily part of "closed session" activities

Expectations of Individual Executive Board Members

Each individual Executive Board member is expected to:

- know the organization's mission, policies, programs and needs
- faithfully read and understand the organization's financial statements

- adhere to the Executive Board [Standards of Conduct](#)
- in order to satisfy its fiduciary duty, members of the Executive Board are responsible for supporting fundraising and resource development being led by US Chess staff.
- leverage connections, networks, and resources to create partnerships to achieve US Chess' mission
- give a meaningful personal financial contribution
- help identify personal connections that can benefit the organization's fundraising and reputational standing
- prepare for, attend, and conscientiously participate in Executive Board meetings
- participate fully in one or more committees.

Adapted from:

Board Source, <https://boardsource.org/resources/board-member-job-description/> (March 2020)

National Council of Nonprofits, <https://www.councilofnonprofits.org/print/774> (April 2020)