

# HANDOUT

## Board Member 101

### A Quick Guide for Tennis Community Volunteers

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#### Welcome to Board Service

Serving on a nonprofit board is an opportunity to protect, strengthen, and advance the mission of community tennis.

You are not expected to do everything—you are expected to help guide wisely.

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#### The Board's Role

The board is responsible for:

- Mission and strategic direction
- Financial oversight
- Policy and governance
- Supporting and evaluating leadership

Boards focus on **oversight**, not daily operations.

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#### Governance vs. Management

##### Board

- Sets direction
- Provides oversight
- Ensures accountability

##### Staff

- Manages programs
- Handles daily operations
- Implement strategy

Clarity of roles builds trust and effectiveness.

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## Your 3 Core Duties as a Board Member

- **Duty of Care:** Be informed, prepared, and engaged
  - **Duty of Loyalty:** Act in the best interest of the organization
  - **Duty of Obedience:** Follow the mission, bylaws, and laws
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## What Effective Board Members Do

- Prepare for meetings
  - Ask thoughtful questions
  - Think strategically
  - Respect staff roles
  - Act as ambassadors for the organization
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## What Board Members Should Avoid

- Micromanaging staff
  - Acting independently of the board
  - Mixing personal agendas with mission
  - Solving day-to-day operational issues
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## Asking Good Governance Questions

- How does this support our mission?
  - What are the risks?
  - Is this financially responsible?
  - Is this sustainable long-term?
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## Remember

- You don't need all the answers
- You *do* need curiosity and commitment
- Strong governance creates strong tennis programs

**Your leadership helps ensure tennis thrives today—and tomorrow.** 🎾

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