



## **Board Responsibilities**

**Our Mission:** To empower and educate diverse Anne Arundel County communities to create and sustain healthy ecological spaces that enhance life, one native garden at a time.

**Our Vision:** Unity Gardens envisions a world where common citizens are the first step toward positive environmental change. We provide small grants to diverse community groups to plant native gardens that promote cleaner water and air, reduce runoff, foster thriving eco-systems, and create natural beauty.

A Board Member's responsibilities are to uphold the Mission/Vision of Unity Gardens by taking a hands-on role in helping to run the programs/operations in addition to maintaining fiduciary oversight.

### Hands-on participation includes:

- Attending and participating in monthly meetings. Currently these are held at 7:00 p.m. on the 2<sup>nd</sup> Thursday of each month. Some meetings are in person, others are virtual.
- Helping to orchestrate the Annual Spring Speaker Event including pre-event and day of event logistics, sponsorship solicitation, publicity, etc.
- Reviewing grantee applications for our two annual grant cycles - when grants come in March 1st and August 1st being part of a sub-group to review 1/3 of the applications within a couple weeks.
- Visiting grantee garden installations as a Unity Gardens representative
- Representing Unity Gardens at other local environmental organizations events as needed
- Helping the ED with specific projects – such as website/technical issues, publicity, grant writing, fundraising etc. These are generally one-off tasks that leverage the different board members areas of expertise.

### Fiduciary responsibilities include:

- Support the President of Unity Gardens in ensuring that the Executive Director fulfills his/her responsibilities.
- Take responsibility for reading and understanding the financial reports; work with the Treasurer to understand the monthly reports.
- Donate a financial amount and/or help obtain funding to support the organization.

**Each member of the Board of Directors serves a 3- year term with a 2 term maximum**