

## Visit Mankato, LLC

### Board of Governors Position Description and Expectations

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The Board of Governors is responsible and accountable to the organization's member, stakeholders, and the community at large. While the board works through its committees and staff, ultimate responsibility and accountability resides within the Board of Governors.

#### Responsibilities:

- serve as a visionary – must assume the responsibility to make sure the organization makes necessary changes to adapt to the future; must have a visionary sense of the future; maintain openness to market changes, competition and trends in the industry
- serve as a guardian – must serve as the guardians of the organization's history, the mission and the integrity of the organization and operation
- serve as a liaison – must represent the community – the community served by Visit Mankato, in order to effectively represent those programs to other community members; also serve as a link for Visit Mankato to the outside resources necessary to keep vital programs operating and growing in a changing business environment

#### Expectations:

- strategic direction & performance:
  - be strongly committed to the mission and goals of Visit Mankato and the Greater Mankato marketplace
  - monitor and enhance the organization's performance
  - contribute to the design and implementation of the strategic vision and direction
  - be constantly alert for opportunities to further the mission and goals of the organization
  - keep staff informed about opportunities and concerns stakeholders have
- fiscal responsibility:
  - monitor finances
  - use knowledge, understanding and personal networks to spread the word about Visit Mankato and secure adequate funding for the organization where necessary
  - identify, cultivate, and solicit prospective investors
  - support Greater Mankato Growth, Inc. annually through corporate/personal financial contribution
- operations:
  - adopt key operating policies and procedures
  - ensure that all legal, regulatory and ethical requirements are fulfilled
  - be knowledgeable about, and provide oversight to, Visit Mankato's operation and services
- leadership:
  - serve on at least one committee
  - budget time and plan ahead in order to attend the monthly board meetings and committee meetings to which one is appointed; and to contribute to meetings by expressing your point of view
  - accept and engage in specific responsibilities, either on committees or within the general work of the Board
  - assume leadership roles when asked

- represent Visit Mankato at community events, organizations, and with private individuals; speak proudly and positively

- Personal Attributes:
- an interest in the programs and objectives of Visit Mankato
  - flexibility, open-mindedness, and problem-solving skills
  - the willingness to state one's own convictions, consider other points of view, make constructive suggestions, and help the board make group decisions reflecting the thinking of the total board, and willing to accept the majority decision when in conflict with one's own stand
  - deal openly and directly with staff and other board members

- Service as a Director:
- term:
    - three years (unless appointed to fill an unexpired term or otherwise specified)
    - no more than three (2) full consecutive terms in office without a break in service of at least one (1) year
  - meeting attendance:
    - board meetings: absence from three (3) meetings, unless confined by illness or other absence approved by the Board, shall be suspended from the Board of Directors. *(per Article II, By-Laws)*
    - occasional meetings: Greater Mankato Growth, Inc. programs & special events
    - committees: attend at least one meeting annually of at least half of the standing/ad-hoc committees
  - responsible to: Chair of the Board
  - resignation: in writing to Board Chair

*Modeled after Greater Mankato Growth, Inc. Board of Directors Position Description and Expectations, of which included contributing sources modified with permission: Ankeny Family YMCA, Wuesthoff Health Systems Foundation, Inc.*