



**Leadership Washburn County (LWC)
Board of Directors – responsibilities**

- LWC is a non-profit 501 (c)3 organization. Coordination of the program is provided by the LWC Board and Amy Costello who is the administrative coordinator.
- The LWC board of directors consists of seven members.
- Terms are for three years and there is a term limit of two back-to-back terms.
- The board meets monthly and, generally, the meetings last for 1 to 1-1/2 hours and are held the 2nd Thursday of the month at 8:30 a.m. Scheduling of the meeting days and time is flexible based on everyone's schedules.
- LWC board members generally have three responsibilities:
 1. Board members are the policy setters for the LWC program. They determine the amount of tuition to be charged each year and the amount and number of scholarships to be awarded. They set the program schedule, including session topics, as well as approving the individual session outlines and budgets. They review the overall evaluations from the program year and determine if any changes need to be made to: sessions offered, topics, session planners/presenters. They determine if any events (example: 10-year anniversary celebration) beyond the regular program year will be supported. They determine support for any additional activities beyond the regular 8-month program.
 2. It is strongly encouraged that a Board member help in coordinating a session throughout the LWC year and attend a session or part of a session.
 3. Board members review applications and approve participants for LWC and review and approve applications for scholarships.
 4. The first year, the LWC board had fund-raising responsibility. However, that first year the board was so successful fund-raising that, with program fees collected every year and several in-kind donations, there has been no need to fundraise since then.