Overview of Upper Valley MEND

Upper Valley MEND’s mission is to engage our community in transforming lives, through actions grounded in faith, hope, and love. MEND (Meeting Each Need with Dignity), is a community-based nonprofit that has focused on meeting hunger, housing, healthcare and emergency needs in the Upper Wenatchee Valley for more than 25 years. Located in Leavenworth, WA, MEND serves the same geographic region as the Cascade School District, which includes approximately 9,000 individuals in five communities. Upper Valley MEND is governed by a board of directors with a maximum of 12 members who can serve two 3-year terms.

Responsibilities of the board of directors

Members of the Upper Valley MEND Board of Directors have a legal and ethical responsibility to ensure that the organization does the best work possible in pursuit of its goals. The board of directors is responsible for setting the organization’s policy, hiring its executive director, setting its strategic direction, and ensuring adequate resources are available to meet the goals set forth.

Responsibilities of a board member:

1. I will interpret the organization’s work and values to the community, represent the organization, and act as an ambassador.
2. I will attend at least 75% of board meetings, including committees of which I am a member.
3. I will RSVP my attendance for board meetings or board committee meetings at least one day in advance to either the executive director or board president (for board meetings) or the committee chair (for committees to which I belong.)
4. Each year I will make a personal financial contribution at a level that is meaningful to me.
5. I will actively participate in fundraising activities.
6. I will act in the best interests of the organization, and excuse myself from discussions and votes where I have a conflict of interest.
7. I will stay informed about the activities and current issues at Upper Valley MEND. I will ask questions and request information. I will participate in and take responsibility for making decisions on issues, policies and other board matters.
8. I will work in good faith with staff and other board members as partners towards achievement of our goals.
9. I will serve on a minimum of one Board committee of my choosing.

In turn, Upper Valley MEND will be responsible to me in several ways:

1. I will be sent an agenda and materials seven days prior to the board meeting.
2. An orientation will be provided for me so that I can witness and participate, as appropriate, in service delivery. I will also be able to discuss with the staff and the board
president, the internal programs, goals, activities, and status; additionally, I can request such opportunities. I understand that I will need to sign a client confidentiality form and the client observed need to sign a permission of client release form.

3. The organization will help me perform my duties by keeping me informed about issues addressing financial/economic challenges, and other challenges for area families. Also, I will be offered opportunities for professional development as a board member.

4. Board members and staff will respond in a straightforward fashion to questions that I feel are necessary to carry out my fiscal, legal and moral responsibilities to this organization. Board members and staff will work in good faith with me towards achievement of our goals.

5. If the organization does not fulfill its commitments to me, I can call on the board president and executive director to discuss the organization's responsibilities with me.