



Frequently Asked Questions About Serving on the Camp Harmattan Association Board of Directors:

What role do board members fulfill and what type of duties are they responsible for?

- Board members have responsibilities that are general to all members of the board, as well as responsibilities that are specific to certain board positions.
- All board members are responsible to read board agendas and supplementary materials in advance of board meetings, consistently attend board meetings, and engage in governance-based decision making for the Association.
- Board members also have specific responsibilities for standing committees they are assigned to and/or ad hoc committees they may volunteer for.

What types of issues and decision-making does the board generally consider and engage in?

- The Board of Directors for Camp Harmattan is a Policy Governance Board.
- The primary decision-making responsibilities of the board involve setting the strategic direction (vision and mission) of Camp Harmattan, hiring the Executive Director, giving direction to the organization through ends and limitations policy, risk mitigation, and policy outcomes monitoring.
- The board does not, however, engage in operational direction, decision-making, or implementation.

What is the time commitment expected for those who serve on the Board of Directors?

- The time commitment for board members varies based on the season, but board members generally invest an average of 4 to 6 hours per month on their board role for responsibilities such as reading and preparing material for meetings, board meetings, committee meetings, and supporting volunteer initiatives at camp.
- Officers of the Association, namely the Chair, Vice-Chair, Treasurer, and Secretary, will generally invest an average of 6 to 10 hours per month on their board role, with the Chair's role having the highest time commitment.

Are board members expected to volunteer at camp in addition to their board role?

- Board members are not required to volunteer for other camp needs, however, it is highly preferred that board members occasionally volunteer for general camp needs to model servant leadership for everyone at camp.

Are board members expected to be financial donors to Camp Harmattan?

- Board members are not required to be financial donors to the Association, however, it is highly preferred that board members give financially, as possible, to Camp Harmattan to model this aspect of leadership.
- Board members are asked to assist with major fundraisers in support of camp in various volunteer capacities.

What experience or other requirements are necessary to serve on the Board of Directors?

- All board members must provide written acknowledgement and agreement to respect the Church of the Nazarene Statement of Faith and the board’s Code of Conduct.
- While previous board experience is considered an asset, it is not required to participate as a board member.
- There are many skill sets that are valuable to the composition of the board. The following are examples that help build effective board leadership:

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| Accounting | Financial | Industry |
| Fundraising | Government | Event Planning |
| Legal | Branding and Marketing | Risk Management |
| Strategic Planning and Development | | Governance |
| Public Relations | Communications | Information Technology |
| Infrastructure Planning and Management | | Human Resources |
| Sector Knowledge (camps or other ministry) | | |

Do all meetings occur at Camp Harmattan?

- Board members are encouraged to attend board meetings in person when called, however, most meetings (with the exception of the retreat, if planned) are scheduled remotely so board members can attend online.

How often does the Board of Directors meet and how long are meetings?

- The board generally meets every other month (4-6 times per year).
- Board meetings generally are about 1-3 hours each, although the budget meeting in November may be longer.
- The board may have an annual retreat that it is important to have full attendance of the board for.
- The board also hosts the Association's Annual General Meeting, which must occur by the end of April each year.

What is the culture of the Camp Harmattan board like?

- The Association board is a group of faith-focused individuals from a variety of backgrounds who work together to make sound decisions for Camp Harmattan.
- The board has a strong ethic of service and approaches issues with wisdom and compassion.
- The board is committed to building relationships with each other and the Camp Harmattan family, and occasionally plans fun activities as well.

Do board members receive compensation and reimbursement for board-related expenses?

- Directors are not eligible for remuneration with respect to their position on the Board of Directors.
- Reasonable out-of-pocket expenses incurred in direct relationship to duties of a Director are eligible for reimbursement. Camp Harmattan will provide for the costs of participating in board meetings, including travel and accommodation, Director's liability insurance, and resources required for orientation and training.

What process can I expect if I have decided that I would like to put my name forward to serve on the board?

- Camp Harmattan recognizes that serving on the board is a meaningful leadership commitment, and asks that all prospects prayerfully consider it before initiating the appointment process.

- Interested Members are invited to fill out the short *Board Member Application Form* in the board nomination package. Once this form is complete, please email it to campboard@campharmattan.com. Once your application is received, it will be reviewed by the Nominating Committee and a decision made if your application will advance to the Board as a recommended nomination.
- Prior to a decision on your application, you may receive a call from either the Chair or the Nomination Committee to ask you follow up questions.
- Your name will subsequently be brought forward to the next general membership meeting (please note that your application will only be shared with members of the board). All appointments to all positions of the board must be approved by the Association's official members.

What happens if I am appointed to the board, but am unable to fulfill my term?

- While it is preferred that board members fulfill their term, it is understood and respected that sometimes board members are unable to fulfill their term for a variety of reasons. If this occurs, the board member is able to tender their resignation to the board chair and vacate their seat. The Association will then recruit a new volunteer to fulfill the unexpired term.

Is there someone that I can meet or speak with if I have additional questions that I prefer to have a conversation about?

- The Board Chair is available to engage with and answer any questions prospective board members may have. Our current board Chair is Brock Priebe, and he may be reached at campboard@campharmattan.com.

Thank you for considering becoming a member of our board team.
If you are interested in taking the next step toward becoming a board member, please complete the *Board Member Application Form* included in this package.