



Board and Coalition: Frequently Asked Questions

Q: What sectors should Board and Coalitions members be from?

A: Both the public and private sector, local government, consumers. Examples of types of agencies and organizations include:

- Social service organizations
- Corporate/industry representation
- Insurance representation
- Hospitals, birthing centers and other providers of maternity and/or infant services
- County and municipal governments;
- Local education communities
- Community organizations that represent or serve the target population
- Parenting and childbirth educators from the local education communities;

Q: What are the Coalition's responsibilities?

A: Coalition members are expected to be informed about maternal and child health status and issues impacting its service area. Other Coalition's responsibilities include:

- Assess community needs
- Develop Service Delivery Plan
- Select and monitor service providers
- Ensure integration of services
- Emphasize positive patient outcomes.
- Establish broad-based community support to address needs

Q: What are the Board of Directors' responsibilities?

A: The responsibilities of the Board include:

- Determine the organization's mission and purposes.
- Select the chief executive officer (ED).
- Support the ED and assess his or her performance.
- Ensure organizational planning, goal setting and statutory mandates
- Manage the organization's resources.
- Determine, monitor and strengthen programs and services for constituents.
- Promote the organization's image.
- Ensure legal and ethical integrity in the organization.
- Help recruit new leaders.
- Assess and measure organizational performance.

Q: What is expected of Board and Coalition members?

A: Expectations include:

- Attend all Board/Coalition meetings.
- Study and understand the mission statement, bylaws, policies and goals.
- Review agendas and supporting documents prior to meetings.
- Attend at least one signature Coalition event.



- Promote the organization to others.
- Recruit future leaders to help govern the organization.
- Stay current on issues and trends impacting the organization and your constituents.
- Be involved in committee work.
- Assist with fundraising

Q: What is the role of the Treasurer?

A: The Treasurer is an officer of the Board. The Treasurer should have experience in finance. The Treasurer’s responsibilities include:

- The treasurer, with staff assistance should propose an annual budget and present a financial report for the previous period, at each Board and Coalition meeting.
- Submit an annual audit, which should be performed by an independent accountant.
- Hold membership on the Finance and Executive committees.

Q: When are Board and Coalition meetings?

A: They are always the third Thursday of the month at 9am.

Coalition Meetings (four meetings per year):

- January- Membership/Awards
- April- Action Plan update
- June- Budget Allocation Approvals
- October- Fetal & Infant Mortality Review/Project Impact

Board Meetings (10 meetings per year)

- Feb, March, May, July (if needed), August, September, November, December (if needed)