



ANCOR Board Member Roles & Responsibilities

Above all, the role of a member of ANCOR's Board of Directors is to support progress toward our mission and strategic priorities.

Our Mission

Our mission is to advance the ability of our members in supporting people with intellectual and developmental disabilities to fully participate in their communities.

Our Strategic Priorities for 2020-2024

- Influence responsible federal public policy to protect and promote quality services.
- Obtain resources to attract, expand and retain a quality workforce.
- Be an indispensable resource to equip providers and partners in understanding and responding to impacts, opportunities, emerging practices and trends.
- Shape the future of service delivery models to ensure sustainable services.

Current Board of Directors Composition

The current members of ANCOR's Board of Directors can be found at [ancor.org/directors](https://www.ancor.org/directors).

Overarching Board Responsibilities

- Clarify ANCOR's vision and mission and ensure it is carried out.
- Assess annually the ever-changing environment and approve ANCOR's strategy to be responsive and relevant.
- Focus on the future of ANCOR.
- Participate in development of short- and long-range plans of ANCOR, including budgets and programmatic plans and to oversee the implementation of such plans.
- Review annually the performance of ANCOR against its plans, including review and approval of the annual financial audit.
- Assure that the financial structure of ANCOR adequately supports its current needs and long-range strategy.
- Assure that organizational strength and employee base can substantiate long-range goals.
- Review and approve annually ANCOR's funding plans and financial goals.
- Oversee the management of business and affairs of ANCOR, excluding management of the day-to-day activities of ANCOR.
- Approve major policies.
- Select, evaluate annually and, if appropriate, remove the Chief Executive Officer.
- Assure that succession plans are properly developed and managed.
- Bring unique perspectives and experiences to ANCOR.
- Enhance and promote the public image of ANCOR.
- Review annually the performance of the Board (including its composition, organization, and responsibilities) and take steps to improve its performance.

Individual Board Member Responsibilities

- Serve as a voting member of the Board of Directors.
- Sign and abide by requirements outlined in the Board of Directors Conflict of Interest policy.
- Work with association officers in establishing and implementing the vision and mission of the association and in assuring the association's overall health.
- Actively participate in generative thinking and strategic planning to support the association.
- Serve as a knowledge and expertise resource, and counsel and vote on association policy and program issues.
- Actively participate in an ANCOR program or issue committee, board, or task force.
- Be fully informed about ANCOR, including its vision, mission, programs and finances.
- Understand the members of ANCOR and their needs, including other key stakeholders.
- Actively participate in ANCOR, including by attending meetings, evaluating reports, reading meeting minutes, and fulfilling other commitments.
- Provide candid and constructive criticism, advice, and comments.
- Exercise independent judgment on all corporate decisions.
- Stand up for your individual convictions and speak your mind freely at Board meetings, recognizing doing so much be aligned with ANCOR's policies and programs.
- Remember that the role of the Board is to govern, and the role of management is to manage.
- Support management and management decisions when such decisions are consistent with the mission and plans of the organization.
- Respect the views of other Board members and staff and keep disagreement impersonal.
- Remain loyal to ANCOR rather than to any constituency within it.
- Maintain the highest ethical standards and never allow any personal conflict of interest to affect decision making on behalf of ANCOR.
- Contribute to and be active in the organization's fundraising activities.
- Contribute to ANCOR initiatives, including the ANCOR Disability Champions Political Action Committee and the ANCOR Foundation.

Audit Responsibilities

- Ensure that the Board and its committees are adequately informed of the financial condition of ANCOR and its operations through reports or any appropriate method.
- Ensure that published reports properly reflect the operating results and financial condition of ANCOR.
- Ensure that management has established appropriate policies to define and identify conflicts of interest throughout ANCOR and is diligent in its administration and enforcement of those policies.
- Review compliance with relevant material laws affecting ANCOR and its programs and operations.



Board Meetings

Traditionally, face-to-face board meetings are held three times a year. One meeting occurs in conjunction with our annual Policy Summit & Hill Day in Washington, DC. The other two meetings occur at dates and locations to be announced but are typically held in February and July. All Board members are responsible for payment of their own travel expenses.

Additionally, the Board of Directors meets periodically via Zoom on an as-needed basis, typically on the first Friday of the month at 11 am ET.