The Belfry  
Board Member Responsibilities

Board leadership of the The Belfry is vital to the life of this ministry. In addition to its fiduciary responsibility, the Board shapes the organization’s strategy and policies to ensure that The Belfry is fulfilling its mission to maintain, develop and promote the ministry of the Lutheran and Episcopal Churches to students and faculty in institutions of higher learning in Davis, California, according to its program priorities.

Board members are each stewards of the organization, bringing their gifts of time, talent, and treasure. Representing and advocating for The Belfry are critical roles.

Because we serve a common goal, The Belfry Board members begin with a common understanding of our responsibilities. This document therefore outlines the expectations we have of each other in three areas: (1) personal time commitments, (2) financial support, and (3) engagement.

Thought and Participation

Thinking about the work and fellowship of The Belfry Board and its committees, and participating in that work and fellowship, are the most important contributions a Board member can make to the institution. It is essential that Board members fulfill their leadership roles by attending board meetings and working on committees. Each member’s presence is needed to facilitate the mission of the The Belfry.

For the duration of each Board member’s term, members are expected to attend and participate in every Board meeting. The Belfry will undertake to announce Board meetings sufficiently in advance to permit members to resolve scheduling conflicts. Any members of the Board who are physically located outside the Sacramento Metropolitan region may attend board and committee meetings via electronic media.

In the near future, the Board will be developing a policy about terms for Board members. It is likely that a term will be three years and that Board members will be allowed to serve two consecutive terms with the possibility of returning after one year off.

The Essential Work of Committees

At present, the Board is not large enough to allow for the effective functioning of committees. As the Board develops, it is likely that there will be specific committees such as Executive, Finance, and Fundraising. Other committees may be formed as needed to accomplish the mission of the organization. Committee members will propose policies to be ratified by the Board that are in accordance with the mission and vision of The Belfry.

Financial Support

As a joint ministry of the Evangelical Lutheran Church in America and the Episcopal Church, The Belfry depends largely on denominational grants, congregational support, and private donations to sustain its operations. It is helpful with fundraising and grant procurement to have all members of a board be financial contributors, thus all Board members are expected to make regular financial contributions in an amount of their choosing.

Engagement with Programs

The programs of The Belfry are the living testament to its mission. The direct engagement with The Belfry programs is an important part of every Board member’s responsibility of and advocacy for the institution. Personal experience with the work of The Belfry enriches Board members, partnerships, and the organization itself. Many Board members have found their visits to The Belfry’s programs transformational as they seek to strengthen the organization and their participation in its work.

All board members are invited to visit Belfry Campus Ministry activities and events, and to share their gifts and skills with the campus community. When possible, each member of The Belfry Board is also invited to serve as a liaison between The Belfry and their congregation or organization, engaging community members in the mission of the The Belfry as appropriate and encouraging community support of the campus ministry.

Expenses

Expenses for carrying out Board-related activities are the responsibility of the Board member. Such costs for a Board member will be considered part of their annual giving and be so recognized.

Adopted by The Belfry Board on March 29, 2022.