



Board Governance Policies

These policies outline the expectations and operational guidelines for the Board of Directors of Loyal Guardians Service Dogs Training (LGSDT).

The purpose of these policies is to promote transparency, accountability, and responsible governance while supporting the mission of the organization.

1. Board Roles and Responsibilities

The Board of Directors provides governance, strategic direction, and oversight for the organization.

Board responsibilities include:

- protecting the mission of the organization
- supporting long-term strategic planning
- ensuring responsible financial stewardship
- assisting with fundraising and community partnerships
- providing guidance to leadership

The Board does not manage daily operations, which remain under the authority of the Founder/President.

2. Board Member Expectations

Board members are expected to:

- attend board meetings regularly
- review materials prior to meetings
- participate in discussions and decision-making
- support fundraising efforts
- advocate for the mission of the organization

Board members serve as ambassadors for LGSDT within the community.

3. Conflict of Interest Policy

Board members must disclose any financial, professional, or personal interest that could influence their decisions on behalf of the organization.

Board members must recuse themselves from discussions or voting related to any conflict of interest.

All board members must complete an annual conflict of interest disclosure form.

4. Confidentiality Policy

Board members may have access to sensitive information related to:

- program participants
- donors
- financial records
- internal operations

Board members must maintain confidentiality and may not share sensitive information without authorization.

5. Financial Oversight Policy

The Board of Directors is responsible for ensuring the responsible use of organizational funds.

Board oversight includes:

- reviewing financial reports
- approving annual budgets
- monitoring fundraising efforts
- ensuring compliance with nonprofit regulations

The Treasurer is responsible for presenting financial reports to the Board.

6. Fundraising Participation

As a nonprofit organization, Loyal Guardians Service Dogs Training relies on community support.

Board members are expected to support fundraising efforts by:

- assisting with donor introductions
- promoting fundraising initiatives
- participating in fundraising events when possible

Board members are not required to make personal financial contributions but are encouraged to support the organization through advocacy and networking.

7. Meeting Procedures

Board meetings shall follow an organized structure to ensure effective governance.

Typical agenda items include:

- approval of previous meeting minutes

- financial updates
- program updates
- fundraising updates
- strategic discussions

Meeting minutes must be recorded and maintained by the Secretary.

8. Board Communication

Board members should maintain open and respectful communication.

Board discussions should occur through:

- scheduled meetings
- official communication channels
- designated committees

Major decisions should not be made outside of formal meetings unless permitted under the bylaws.

9. Code of Conduct

Board members must conduct themselves in a manner that reflects positively on the organization.

Board members agree to:

- act with integrity and professionalism
- support the mission of LGSDT
- treat fellow board members and staff with respect
- avoid actions that may harm the reputation of the organization

10. Policy Review

These Board Policies should be reviewed periodically by the Board of Directors to ensure they remain consistent with the mission and operational needs of Loyal Guardians Service Dogs Training.

Board Member Acknowledgment

I acknowledge that I have received and reviewed the Board Governance Policies of Loyal Guardians Service Dogs Training and agree to follow these guidelines while serving on the Board.

Board Member Name: _____

Signature: _____

Date: _____