



## Colorado Youth Bands

# Board Member Commitments & Expectations

### Colorado Youth Bands Overview

Colorado Youth Bands, previously named Colorado Honor Band Association, is a 501(c)(3) nonprofit children's music education organization headquartered in Denver, Colorado, that provides affordable and high-quality music education to families in the Denver metropolitan area. Colorado Youth Bands was founded in 1953 and has been driven by our Mission for over 70 years. Colorado Youth Bands provides year-round after-school music education at our headquarters and a few satellite centers, as well as other activities such as summer camp and occasional hosted trips.

As a nonprofit organization, we are governed by a Board of Directors that we rely on for fundraising, guidance, and volunteer support at concerts and events as needed and as Board members are able. The Board of Directors has the legal and ethical responsibility to ensure Colorado Youth Bands has the resources it needs to successfully fulfill our Mission as well as meet all financial and legal obligations. Trustees are elected for 2-year terms; there is no limit to the number of terms to which Trustees can be elected. Board members are volunteers, and as such, do not receive any compensation for their services.

### Board Member Commitments & Expectations

Each Board member is charged with the legal duties of fiduciary care, policy and procedural obedience, and organizational loyalty. To fulfill these duties, each Board member is expected to align with these commitments:

- **Time Commitment and Attendance:** Board members are expected to be prepared for and attend all meetings if they are able. Trustees can expect to spend about 5 hours/month volunteering on Colorado Youth Bands board meetings, committee meetings, and occasional events. Board Officers (President, Treasurer, and Secretary) can expect to spend an additional 5-10 hours/month doing volunteer work for Colorado Youth Bands.
- **Advocacy:** Board members shall act as advocates in communicating the mission, goals, and programs of Colorado Youth Bands in the local and regional community.
- **Committee Assignments:** Board members are expected to participate actively in one or more committees. Committees will produce and submit information, suggestions, plans, and recommendations to the Board.
- **Support of Staff:** Board Members will be supportive of the work of the Colorado Youth Bands staff while recognizing the difference between their role in governance and the staff's role in management.
- **Participation in Giving/Campaigns:** All Board Members are expected to donate to fundraising campaigns, including annual and capital campaigns, to the best of their ability, in a manner and amount that is significant to their individual circumstances. All Board Members are also expected

### Our Mission:

To provide an inclusive instrumental music program that promotes youth development, fosters peer camaraderie, instills respect for culture, and develops a pursuit of excellence.



to participate actively in fundraising and audience development, i.e., as “friend-raisers” and fundraisers for Colorado Youth Bands.

- **Special Events:** Board members and Advisory Board Members are encouraged to attend Colorado Youth Bands-related activities, such as concerts, fundraisers, board-sponsored events/activities, and other events where a Colorado Youth Bands presence is necessary to support the organization. As ambassadors of Colorado Youth Bands, our presence, or lack thereof, is noted.
- **Areas of Skill and Interests:** Board members are expected to use their skills and expertise to enhance Colorado Youth Bands, particularly at the committee levels. Board Members should share their personal knowledge and interests in specific areas while keeping the best interests of the Colorado Youth Bands in mind.
- **Advisory Board Members:** Advisory Board Members shall have the same duties and responsibilities as Board Members, but shall be non-voting members and are not expected to attend every Board Meeting.

In turn, the Executive Committee makes the following commitments to the Board:

- Board orientation: Before beginning your service, one or more current Board members will meet with you to help you get acquainted with our systems and processes
- Communication: Be forthright and transparent in communications and reports to the Board
- Proactivity: Share agendas, financial reports, and other meeting materials with sufficient time for Board members to review documents before meetings
- Respect for your time: Hold organized, efficient, and effective meetings that make good use of Board members' time and skills
- Operate in a manner that enables members to meet their legal duties
- Support Board members to meet expectations regardless of individual circumstances

## Desired Skills and Experience

Colorado Youth Bands depends on a Board that is diverse in life experience and abilities. In particular, ideal board members possess experience in the following areas:

- Fundraising or Nonprofit Finance
- Music Education (Colorado Youth Bands alumni are especially encouraged to apply!)
- Nonprofit and Corporate Law (or general knowledge of legal and regulatory processes)
- The ability to work well with others who may see things differently
- Genuine dedication to our Mission

Trustees also have the opportunity to serve as Board Officers: the Board President, [Treasurer](#), [Secretary](#), and [General Counsel](#). Please click each link to learn more about serving in those seats. If you are interested in becoming a Trustee and joining our Board, [please use this Idealist application](#) to begin the process. Our Board President will then reach out to you after the Board has had a chance to review your submission. Background checks are required for all Board members.

**Thank you** for your interest in joining our Board and helping fulfill our Mission! The children and families we serve depend on volunteers like you to ensure the health, stability, and continuity of our Organization.

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