

**CREATIVE TRUST FOR ARTS & CULTURE
BOARD OF DIRECTORS
ROLE AND RESPONSIBILITIES**

The Board of Directors of Creative Trust for Arts & Culture is made up of individuals who have demonstrated leadership in encouraging and supporting Toronto's mid-size creation-based performing arts companies, and are committed to building a healthy and sustainable future for this sector. They are able and willing to bring new resources to Creative Trust, and to build partnerships with individuals and groups who can advance its mission. They have the skills to assist Creative Trust in meeting its goals, the desire to advocate on its behalf, and the willingness to fulfill specific tasks.

The Creative Trust Board meets regularly, every six weeks, to fulfill its responsibilities as outlined below. Board members are also expected to sit on one or more committees.

Stewardship

The Board provides leadership in supporting and sustaining Creative Trust's mission and values, developing and implementing a continuous strategic planning process, and for planning for Board and senior staff succession.

Board members are expected to demonstrate a commitment to the organization's mission and values, maintain sufficient knowledge of and oversight of the activities of the organization to provide stewardship, and commit the time necessary to fulfill their responsibilities

The Board is also responsible for defining its own role and responsibilities, and for creating an environment in which the board and its members, individually and as a whole, are fulfilling their roles and responsibilities.

Financial Oversight and Accountability

Through the Executive and Finance Committee, the Board is responsible for establishing and monitoring Creative Trust's financial policies and procedures, and for monitoring and controlling financial risk. These policies and procedures will be established to maintain financial records in accordance with generally accepted accounting principles and to ensure timely and accurate financial reporting to the Board and other stakeholders. Creative Trust has appointed an auditor who will be charged with performing the annual audit and with assisting the Board in ensuring such adherence.

The Board will create Investment policies that establish guidelines and monitoring procedures to govern investment of Creative Trust's financial resources. These policies will be reviewed at least annually.

Resource Development

The Board is responsible for providing leadership in developing the resources necessary to achieve and sustain Creative Trust's mission. Board members contribute to and understand the fundraising plan, and work together with the staff to attain Creative Trust's fundraising goal by participating in the process of identifying and cultivating contributors, and by making a personal financial contribution to the best of their abilities.

Board members are also expected to act as a resource by providing services and advice to assist the organization.

Community Outreach

Board members act as ambassadors for the organization, reaching out into the community on its behalf, creating the interest and excitement that brings ideas and partnerships, and cultivates opportunities for the development of new resources.

Board members are expected to be passionate advocates for the vitality, importance and needs of Toronto's creation-based music, theatre and dance companies, and to understand the mission, values and major activities of the organization, and champion its cause within the arts community and to the wider community.