

**The Longwood Players Board of Directors
Duties, Responsibilities, and Benefits
2013-2014**

Participants

1. Three legally required members: President / Chairman of the Board (P.K. Newby), Treasurer (Brandon Thrasher), Secretary / Clerk (Michelle Merry)
2. Three *ex officio* positions by virtue of presence on management staff: Artistic Director (Kaitlyn Chantry), Managing Director (Matthew Ciborowski), Executive Director (Vilas Sridharan)
3. Additional at-large members: Individuals who are selected to serve on the board by extant members and agree to fulfill the requirements as described below. Current members include Edmund Golaski, Martin Kemp, Anthony Mullin, April Pressel, Steve Schwartzberg, Gwendolyn Sweet. (Note: We are looking to expand the board by an additional 5 members in 2013-14.)

Duties and Responsibilities

1. Establish and steward the company's mission, long-term priorities, and financial health (e.g., evaluating possible new performance spaces, season expansion, new programs, etc.).
2. Oversee the management executive team, including reviewing performance and fiscal reports.
3. Provide expertise when called upon regarding specific issues.
4. Donate a minimum of \$500 annually.*
5. Assist in meeting fundraising goals as needed (e.g., identifying new donors, etc.).
6. Expand the company by recruiting volunteers to work on productions (encouraged).
7. Attend all productions and events of the company (strongly encouraged).

** Directors are responsible for a minimum individual contribution of \$125; deviation from this policy due to financial hardship may be obtained following approval by the Board. Directors have until June 1 of the current fiscal year (1 month prior to its end on June 30) to provide the additional \$375 or more as either "give or get" donations. All donations are tax-deductible. Donation requirements are waived for ex-officio board members as well as for members who provide very specific professional services, as approved by a majority of the Board of Directors.*

Selection Process

Members of the Board of Directors are selected using the following methods:

- Letter of interest submitted to and approved by extant Board members
- Invitation by the Chairman of the Board

Benefits

1. Play an active leadership role in directing one of Boston's preeminent nonprofit theater companies.
2. Engage with like-minded individuals in creating an artistically rewarding and financially stable company.
3. Build the company by shaping new directions and developing strategic initiatives.
4. Receive 2 complimentary tickets to the fall and spring productions and winter fundraising event of the company.

Reasons for Termination

1. Failing to attend 2 consecutive board meetings without acceptable rationale and previous notification to and approval by the Chairman of the Board.
2. Failing to meet yearly financial obligation by the end of the fiscal year without specific approval by the Chairman of the Board.

Other Notes

1. There is currently no upper limit in place regarding the total number of at-large board members.
2. Board members may resign by submitting a letter of resignation to the Chairman of the Board.
3. Board members do not currently have term limits and may remain on the board indefinitely assuming responsibilities have been fulfilled unless other circumstances as voted upon by the Board deem otherwise.

Board of Directors Quarterly Meeting Schedule 2013-2014

Meeting 1: Wednesday, August 14, 2013

Meeting 2: Wednesday, December 18, 2013

Meeting 3: Wednesday, February 12, 2013 [*subject to change*]

Meeting 4: Wednesday, June 4, 2013