



BOARD OF DIRECTORS

Frequently Asked Questions

“What is my commitment?”

- Members commit to regularly attending and participating in meetings of the board of directors typically held the third Thursday of the month starting at 5:30pm and lasting approximately 1.5 hours
- Members must be able to attend in-person meetings (usually at one of our city offices in a conference room) and held virtually on Zoom
- Members must review the meeting information sent to members the Friday before the next meeting in preparation for the meeting
- Members acknowledge this is a volunteer (unpaid) commitment
- Note: Members cannot be related by blood, marriage or adoption to any Neighborhood employee
- Members are responsible for becoming familiar with the By-laws and the programs and procedures of Neighborhood
- Members critically analyze the challenges and opportunities facing Neighborhood and constructively offer recommendations for determining programmatic and financial strategies
- Members faithfully advocate the mission and objectives of Neighborhood in relations with the public, and to protect its funds, properties, and other assets as a public trust
- Members closely observe the community response to Neighborhood’s programs and report complaints and criticisms to the board of directors

“What does the board do?”

- The board of directors is responsible for the proper care of the funds, properties, and other assets of Neighborhood Health Center, and for ensuring that Neighborhood operates within applicable federal, state, and local laws and regulations
- The board establishes strategic goals and short-term objectives as deemed appropriate by working with Neighborhood’s management team and community leaders
- The board establishes and monitors policies for operations of Neighborhood, personnel, fiscal management, and clinical management/ quality assurance
- The board annually approves the 330 grant submission, Neighborhood’s operating budget, filing reports for charitable organizations (Federal 990 and NYS CHAR 500), and the annual audit

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- The board monitors and evaluates Neighborhood project performance as stated within the budget, financial plan, and healthcare plans
- The board determines the scope of availability of Neighborhood's services, locations, and hours of operation
- The board selects Neighborhood's President & Chief Executive Officer and annually evaluates the President/CEO's performance, and will dismiss the President/CEO as appropriate
- The board admits credentialed providers to the Neighborhood medical and dental staff
- The board represents Neighborhood in the community
- The board monitors and annually evaluates the performance of the board of directors, Neighborhood's mission, goals, and plans as appropriate based on the evaluation process

“What is the overall purpose of Neighborhood Health Center?”

- Neighborhood provides comprehensive primary healthcare services for medically underserved populations regardless of insurance status or ability to pay
- Neighborhood establishes and manages facilities and programs for the provision of primary healthcare, through qualified and competent medical and support staff, in the community which it serves. Neighborhood provides this care to the extent of the resources available and without regard to the recipient's age, race, color, religion, sex, national origin, sexual orientation or sources of payment
- Neighborhood serves as a primary resource in health education activities relating to rendering care to the sick and injured, or to the promotion of health, that in the opinion of the governing board may be justified by the facilities, personnel, funds and other requirements that are, or can be, made available.