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OFANA

Policy

OFANA must maintain a Board of Directors to ensure the organization's missions & strategic interest and guiding principles as set out in the By Laws are maintained and protected.

Purpose

It is imperative that OFANA maintains a group of leaders (Board) committed to the guiding principles of the organization to guide its membership through all phases of the organizations lifecycle.

This Board will ensure strategies are in place to secure the financial solvency of the organization as well as ensure the reputation & integrity of the organization & its membership are protected.

Scope

All persons serving as a Board Member must be vetted by the nominating committee and the current Board. A board member must be a member in good standing and paid up for a minimum of 2 years as set forth in the OFANA By Laws. Any member removed from office for behavior deemed egregious by any existing Board will not be re-elected for any office thereafter within the organization.


Board members must meet monthly to conduct OFANA Business ensure strategies are in place to protect the finances and other intellectual properties of the organization and lead the organization such that it stays abreast with emerging societal trends and regulatory guidelines.

The Board shall comprise of the officers as set forth in the OFANA By Laws.

There must be representation from all active & emerging regions.


Responsibilities

- Ensure continued support for the existing (CASE) and former colleges and its alumni.
- Ensure strategies are in place to insure continued existence of the organization.
- Ensure an annual budget is set for the organization's fiscal year
- Ensure uniformity of procedures/ policies within all regions.
- Ensure Fiscal Solvency of the organization at all times including the investment instruments employed.
- Ensure annual fundraising goals and strategies are in place

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Responsibilities

- Ensure all bank records are reconciled on a monthly basis and are available for viewing by all paid up members...
- Ensure appropriate checks and balances are in place to prevent fraud and abuse of funds & property.
- Ensure an inventory is kept of all OFANA properties / assets by region & nationally
- Ensure all taxes are filed & there is compliance to all IRS regulations as relates to 5013c entities.
- Ensure compliance with all regulatory statues within all states with active groups.
- Ensure external audits are conducted as outlined in the By Laws by an independent body.
- Ensure records are secured & archived for future reference / evidence
- Conduct peer reviews to ensure compliance by all regions
- Ensure all officers affirm their allegiance & willingness to serve OFANA & its members in a professional & confidential manner
- Be an advocate and booster for CASE & ensure its continued support to keep the institution and its mission alive.
- Ensure adequate communication between the board its membership & the alumni college is fostered.
- Ensure the organization employs strategies to stay abreast of emerging trends and update By Laws & policies to reflect changes both internal and external.
- Establish an Executive Board at such time as deemed necessary to oversee strategic and compliance issues. This board will act as an advisory body and ensure continuity when transition or major changes occur within the organization.
- Engage in strategic alliance with other organizations including but not limited to the Jamaican Ole Farmers Association and the Union of Jamaican Alumni Association
- Collaborate with other bodies to foster the growth of CASE & the OFANA organization, including but not limited to JAS, 4 H Club, Ministries of Education & Agriculture and other community groups.
- Be the voice of Ole Farmers throughout the USA and Jamaica
- Ensure proper orientation procedures are in place for new board members.
- Ensure continued updates and establishment of policies and procedures are in place

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Procedures

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- The Board shall be elected by members in good standing from a slate of officers recommended by the nominating committee at the annual meeting of OFANA.
 - Nominated Board members must present a bio to the incumbent board as well as a statement of intent for his / her willingness to serve the term and adhere to all By Laws Policies & Procedures of the organization and to maintain confidentiality of all privileged documents & communications to protect the integrity of the organization.
 - Ensure members are able to do crisis management & have contingences in place to protect the organization's assets / reputation and the college
 - Fulfill all obligations as set out in this document are effected.

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