

DRAFT

BOARD MEMBER AGREEMENT

I, _____ understand that as a member of the Board of Directors of, I have a legal and ethical responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the purpose and the mission of the organization, and I will act responsibly and prudently as its steward.

As part of my responsibilities as a Board member:

1. I will interpret and communicate the agency's activities and values to the community.
2. I will attend at least 75% of Board meetings, committee meetings, and special events.
3. Each year I will make a personal financial contribution at a level that is meaningful to me.
4. I will actively participate in one or more fundraising activities.
5. I will act in the best interests of the organization, and recuse myself from discussions and votes where I have a conflict of interest.
6. I will stay informed about the activities of the organization. I will ask questions and request information to assist me in fulfilling my Board responsibilities.
7. I will participate in and take responsibility for making decisions on issues, policies and other Board matters.
8. I will work in good faith with staff and other Board members as partners towards achievement of our goals.

If I do not fulfill these commitments to the organization, I will expect the Board president to contact me to discuss my responsibilities.

In turn, the agency will be responsible to me in several ways:

1. I will be sent, without request, regular financial reports and updates of organizational activities that enable me to meet the “prudent person” standards of the law.
2. Opportunities will be offered to me to meet with staff and the Board Chair to discuss the organization’s programs, goals, activities, and status;
3. The agency will help me perform my duties by keeping me informed about issues in the industry and field in which we are working, and by offering me opportunities for professional development as a Board member.
4. Board members and staff will respond in a straightforward fashion to questions that I feel are necessary to carry out my fiscal, legal and moral responsibilities to this organization. Board members and staff will work in good faith with me towards achievement of our goals.
5. If the agency does not fulfill its commitments to me, I can call on the Board Chair and staff to discuss the organization’s responsibilities to me.

Signed:

Member, Board of Directors

Chair, Board of Directors

The Board Chair will sign two copies of this agreement. Each Board member signs both, returning one copy to the Board Chair, retaining the other for personal reference.