

## **DRAFT - Board Member Agreement**

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

### **As part of my responsibilities as a XXX board member:**

1. I will interpret the XXX's work and values to the community, represent the organization, and act as an enthusiastic ambassador. I will be able to do these things because I have been given sufficient opportunities to fully understand XXX's vision, mission, investment strategy and other key organizational information.
2. I will make XXX's work a priority for my time by attending at least 75% of board meetings, committee meetings and special events.
3. I will demonstrate my personal commitment to the work of XXX by making a personal financial contribution at a level that is meaningful to me.
4. I will actively participate in other fundraising activities, whenever appropriate.
5. I will act in the best interests of the organization, and excuse myself from discussions and votes where I have a conflict of interest. I will observe bias in my response to financial decisions and take care to disclose those, as well. I will sign the XXX statement of conflict of interests on an annual basis and list my potential conflicts with any decisions to be made at a given meeting.
6. I will participate in board education activities. I will stay informed about what's going on at XXX, in our community and the field. I will ask questions and request information. I will seek to understand how best to manage our risks, but I will seek to encourage optimism and boldness in our organizational strategies. I will participate in and take responsibility for making decisions on issues, policies and other board matters.
7. I will work in good faith with staff and other board members as partners towards achievement of our goals.
8. I will expect my time to be strictly respected and that every attempt will be made to use my time strategically and for matters of real importance to XXX.
9. If I don't fulfill these commitments to the organization, I will expect the board president to call me and discuss my responsibilities with me.

### **In turn, XXX will be responsible to me in several ways:**

1. I will be sent, without request, quarterly financial reports and an update of organizational activities that allow me to meet the "prudent person" section of the law.

2. Opportunities will be offered to me to discuss with the executive director and the board president the organization's programs, goals, activities, and status; additionally, I can request such opportunities.
3. Board members and staff will respond in a straightforward fashion to questions I have 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.
4. If the organization does not fulfill its commitments to me, I can call on the board president and executive director to discuss these responsibilities.

Signed:

\_\_\_\_\_

Date: \_\_\_\_\_  
Member, Board of Directors

\_\_\_\_\_

Date: \_\_\_\_\_  
President, Board of Directors