



Trustees of \_\_\_\_\_ commit to the following:

**1) Consistent Board Meeting Attendance & Participation**

- a) Attend a minimum of 10 of 12 monthly meetings of the Board of Trustees annually.
- b) Come to meetings prepared, having read background materials distributed prior to the meeting.
- c) Actively participate in Board meetings by engaging in discussion and asking pertinent questions.
- d) Serve actively on at least one standing board committees. [see attached for current list & descriptions]
- e) From time to time provide leadership to a Board designated task force to address critical issues with input from other stakeholders with expertise and influence.
- f) Follow through on commitments.

**2) Attentive Fiduciary Responsibility**

- a) Understand the budget and current financial status of the organization.
- b) Review financial reports thoroughly, and ask questions to clarify.
- c) Ensure that financial policies and procedures are ethical and within generally accepted accounting practice.
- d) Represent key stakeholder perspectives when determining budget and analyzing financial statements.
- e) Ensure there is proper planning to generate financial resources.

**3) Personal Financial Support & Fundraising**

- a) Set a leadership example by making an annual, meaningful personal contribution according to ability.
- b) Encourage others to give.
- c) Participate in fundraising activities by introducing people to the organization, participating in events and watching for opportunities to support fund development.

**4) Active Ambassador & Advocate**

- a) Become informed about the organization's history, goals, accomplishments, current operations, and concerns so that you can act as a knowledgeable advocate.
- b) Positively communicate the vision and value of the organization to the community, as well as potential supporters, donors and the public at large.
- c) Take every appropriate opportunity to increase the public's awareness of the organization's strategic priorities and contribution to the community.



- d) Attend and participate in organization activities including special events and fundraising activities.

## 5) Good Governance & Leadership

- a) Select and regularly assess the performance of the CEO. Ensure that the CEO has the moral and professional support needed to further the mission and vision of the organization.
- b) Direct focus of board on governance (strategic, long-term and policy based), and reserve management and day-to-day operations to the CEO.
- c) Develop and hold true to the organization's Mission, Vision and Values as strategic decisions are made.
- d) Respect the confidentiality under which discussions take place during board and committee meetings.
- e) Contribute to a functional working group and productive meetings by communicating efficiently, clearly and openly.
- f) Participate in board evaluation geared to evaluate and improve board experience and outcomes

I find all of the above reasonable for the successful operation of the Board and acceptable to me as a Trustee. I will act in good faith to carry out the above agreements, and understand that serving as a Trustee requires a commitment of my time of no less than 4 hours per month. If I fail to act in good faith I must resign, or someone from the Board may ask me to resign.

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Trustee Signature:

Date

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Board Chair/Officer Signature:

Date