

**Board Member Responsibilities**

**and**

**Board Member Agreement**

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As part of my responsibilities as a Board member:

1. I will act as a spokesperson for the organization and represent its work and values in the community.
2. I will commit to attend all of the Board meetings, committee meetings, and special events.
3. I will make a personal financial contribution at a level that is meaningful to me.
4. I will actively participate in fundraising activities.
5. I will act in the best interest of the organization, and excuse myself from discussions and votes where I have a conflict of interest.
6. I will stay informed about the organization's activities. I will ask questions and request information to become an informed participant in making decisions on issues, policies and other Board matters.
7. I will ensure that my personal interests do not result in personal, financial, professional, political, or other gain at the expense of NonProfitConnect and its supporters and stakeholders.  I will keep confidential all information concerning staff, volunteers, donors, fellow trustees, current and former clients, and other stakeholders, and all financial data and business records.
8. I will work in good faith with staff and other Board members as partners towards achievement of our goals.
9. If I don’t fulfill these commitments to the organization, I will expect the Board Chair to call me and discuss my responsibilities with me.

Initial:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



**Board Member Agreement**

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

1. I will receive regular financial reports and an update of organizational activities that allows me to exercise the discretion and average intelligence that meet the “prudent person” section of the law.
2. Opportunities will be offered to me to discuss with the Executive Director and the Board Chair the organization’s programs, goals, activities, and status; additionally, I can request such opportunities.
3. The organization will help me perform my duties by keeping me informed about issues in the industry and field in which we are working.
4. 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.
5. If the organization does not fulfill its commitments to me, I can call on the Board Chair and Executive Director to discuss these responsibilities.

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Signature Date

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Please Print Name