

# Board Member Commitment to Serve

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I \_\_\_\_\_, recognizing the important responsibility I am undertaking in serving as a member of the board of trustees of \_\_\_\_\_, hereby personally pledge to carry out in a trustworthy and diligent manner all the duties and obligations inherent in my role as a trustee.

## **My Role:**

I acknowledge that my role as a trustee is to (1) contribute to defining the organization's mission and governing the fulfillment of that mission, and (2) carry out the functions of the office of trustee and/or officer as specified in the organization's bylaws and policies.

My role as a trustee will focus on the development of broad policies that govern the implementation of the institutional plans and purposes. This role is separate and distinct from the role of the chief executive officer to whom is delegated the responsibility of determining the means of implementation of board policies.

## **My Commitment:**

I will exercise the duties and responsibilities of this office with integrity, collegiality and due care.

## **I Pledge:**

- 1) To establish as a high priority my attendance at all meetings of the board, committees and task forces on which I serve.
- 2) To come prepared to contribute to the discussion of issues and business to be addressed at scheduled meetings, having read the agenda and all background support material.
- 3) To represent the organization in a positive and supportive manner at all times and in all places.
- 4) To support in a positive manner all actions taken by the board of trustees even when I am in a minority position on such actions.
- 5) To refrain from intruding in administrative issues that are the responsibility of management, except to monitor the results and prohibit methods not in congruity with board policy.

## ***Continued...Board Member Commitment to Serve***

- 6) To recognize conflicts of interest between my position as a board member and my personal and professional life. If such a conflict does arise, I will declare that conflict before the board and refrain from voting on matters in which I have a conflict.
- 7) To observe the parliamentary procedures outlined in Roberts Rules of Order or other parliamentary models, and display courteous conduct in all board, committee and task force meetings.
- 8) To make every effort to learn the job of being a board member and seek methods to help me function better as part of the board team.
- 9) To participate in a) the annual strategic planning retreat, b) board self-evaluation programs, and c) board development workshops, seminars and other educational events that enhance my skills as a board member.

If, for any reason, I find myself unable to carry out the above duties, I agree to resign my position on the board of trustees.

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**Board member signature**

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**Date**

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*Volunteer does not mean "amateur."* You must learn to do this job in a professional manner. You will be expected to commit to the following:

**As a member of this board, I will...**

- 1) attend meetings of the board and committees to which I'm appointed.
- 2) prepare for meetings.
- 3) put the best interests of all members ahead of my personal interests or my business interests.
- 4) support the actions of the board team.
- 5) support the mission and goals of the organization.
- 6) learn my job as a board member and continually seek methods to do the job better.
- 7) allow management to manage the organization freely within the board's delegated authority.
- 8) understand that I am only part of the board team and have no individual power or authority that is not specifically granted to me by the full board.
- 9) participate in some activities, on behalf of the board, that are beyond the normal meeting schedule--conferences, workshops, planning retreat, etc.
- 10) follow the ethical standards established by this board.
- 11) freely offer to contribute my expertise and special skills to the organization.
- 12) immediately resign from the board when I can no longer do the job completely or no longer work well with the board team.