

ECP BOARD MEMBER CONTRACT

One way to be sure that everyone on the board is clear on his or her responsibilities is to adopt a board member contract.

I, _____ understand that as a member of the Board of Directors of Evansville Community Partnership, Inc., 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 the organization's work and values to the community, represent the organization, and act as a spokesperson.
2. I will participate in strategic planning.. Periodically review mission, vision, goals and objectives and monitor their successful achievement.
3. I will act in the best interests of the organization, and excuse myself from discussions and votes where I have a conflict of interest.
4. I will stay informed about what's going on in the organization. I will ask questions and request information.
5. I will participate in and take responsibility for making decisions on issues, policies and other board matters.
6. I will work in good faith with staff and other board members as partners towards achievement of our goals.
7. I will attend at least 75% of board meetings
8. I will serve on at least one committee per year.
9. I will Contribute, according to personal ability, to the annual fundraising appeal.
10. I will actively participate in one or more fundraising activities.

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

1. I will be sent, without request, monthly financial reports and an update of organizational activities that allow me to meet the “prudent person” standards of the law.
2. I will be given an updated version of the by-laws of the corporation.
3. Opportunities will be offered to me to discuss with staff and the board president the organization’s programs, goals, activities, and status; additionally, I can request such opportunities.
4. The organization will help me perform my duties by keeping me informed about issues in the community and projects in which we are working, and by offering me opportunities for professional development as a board member.
5. 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.
6. If the organization does not fulfill its commitments to me, I can call on the board president and Coordinator to discuss the organization’s responsibilities to me.

____ I have received a copy of the by-laws and understand that it is my responsibility to read and follow them to the best of my ability.

Signed:

Member, Board of Directors

Chair, Board of Directors

The board chair should sign two copies of this agreement for each board member. Each new board member should sign both, return one copy to the board chair, and keep the other for reference.

