



## BOARD MEMBER AGREEMENT

As a board member of Localworks, I am fully committed to the mission and will act in good faith with other board members, staff and volunteers as partners toward achievement of our goals. I understand that my responsibilities include:

1. I will be fiscally responsible for this organization. I will know what our budget is and will take an active part in reviewing, approving, and monitoring financial statements on an ongoing basis.
2. I will participate in establishing and overseeing the organization's policies, procedures, and programs.
3. I will act in accordance with organizational bylaws, policies, and operating principles and understand that I have a fiduciary responsibility for the health and wellbeing of the organization.
4. I will act in the best interest of the organization and excuse myself from discussions and votes where I have a conflict of interest.
5. I will stay informed about what is going on in the organization and will ask questions and request information. I will participate in and take responsibility for making decisions.
6. I will give, what is for me, a substantial annual financial donation to the organization.
7. I will actively participate in fundraising activities best suited for me. This may include individual solicitation, undertaking special events, writing mail appeals, and the like.
8. I agree to do my best to help raise as much money as I can for the programs and activities of the organization.
9. I will act as a spokesperson for the organization and actively promote our work and value in the community.
10. I will prepare for and attend at least 75% of board meetings, be available for phone consultation and serve on at least one committee or task force.
11. If I am not able to meet my obligations, I will offer my resignation.

In signing this document, I understand that if I don't fulfill these commitments, I will expect the board chair/president to contact me to discuss my duties and responsibilities.

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Board Member Signature

\_\_\_\_\_  
Board Chair/President Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Board Chair/President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date