

New board member commitment form

Adopted by the board of **Organization name** on **date**

*New member commitment form to be maintained and monitored by the **membership committee**. This form should be completed by new in-coming board members or upon term renewal.*

As a member of the board of **Organization name** (the Organization), I have a legal and ethical responsibility to ensure that the Organization does the best work possible in pursuit of its purpose and mission. I pledge my commitment to assist in carrying out its work.

I understand in my role as a board member, I will:

1. Abide by the Organization's bylaws, policies, and code of ethics.
2. Work in good faith with fellow board members and staff toward the achievement of the Organization's goals.
3. Fulfill my role as a board member in governing and ensuring the financial health of the Organization.
4. Stay up to date on the business of the Organization. Participate in and take responsibility for making decisions on issues, policies, and other matters, and voice my questions or concerns. Excuse myself from discussions and votes where I have a conflict of interest.
5. Agree to abide by the Organization's confidentiality policy.
6. Attend at least **75%** of Board meetings, committee meetings, and special events, or discuss with the Chair why I cannot meet this commitment. **Insert your minimum attendance requirement.**
7. Serve on at least one board committee or fulfill the duties of the executive board role if I am appointed to such a role. **Include if this is relevant for your organization.**
8. Make an annual personal financial contribution at a level that is meaningful to me, and actively participate in one or more fundraising activities. **Insert a minimum financial contribution if applicable.**
9. Avoid political campaigns in the name of the Organization, and direct media inquiries to the designated party.
10. Should I fail to fulfill these commitments to the Organization, I understand that the board Chair will call upon me to discuss my responsibilities. Should I no longer be able to fulfill my obligations to the Organization, it will be my responsibility to resign my position as a member of the board.

As a board member, I understand that the Organization will be responsible to me in the following ways:

1. Board members and the Executive Director will work in good faith with me towards achievement of our goals.
2. I will be sent, without request, financial reports, updates of activities, information about programs, policies, goals, and objectives as appropriate that allow me to fulfill my obligations as a board member.
3. Board members and the Executive Director will respond professionally and promptly to questions that I feel are necessary to carry out my responsibilities to the Organization.
4. If the organization does not fulfill its commitments to me, I may call upon the board Chair and Executive Director to discuss the Organization's responsibilities to me.
5. The organization will carry directors' and officers' liability insurance. **Include if this is true.**

New board member:

Name: _____

Signature: _____

Date: _____

Board Chair:

Name: _____

Signature: _____

Date: _____