

## **SAMPLE Board of Directors Commitment Form**

I, \_\_\_\_\_ (please print) agree to the following during my tenure on the Organization's board:

### ***Participation in board meetings***

Attend and actively participate in all eight (8) meetings, except in case of family or business emergency. By-laws call for meeting with Board President after missing three (3) consecutive board meetings. After three (3) non-consecutive board meetings missed you will be contacted by the governance committee.

### ***Fundraising***

Make personal contribution agreed upon at beginning of year. Participate in general campaign as outlined by development committee for each year. Make contact with at least 3 donor/corporate contacts.

### ***Committee participation***

Attend and participate on at least one committee/work group.

### ***Retreat***

Attend annual board retreat, except in case of family or business emergency.

### ***Board Development***

Nominate at least one viable board candidate or work group participant annually.

### ***Notification and Response (on-going)***

It is every board member's responsibility to stay in touch with the staff. If someone phones, faxes or emails you for information, it is your responsibility to respond in a timely and professional manner.

I enthusiastically agree to participate in all the above board activities.

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Signed

date

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