Commitment to Accept Board Member Responsibilities

Mission of X: (Insert your organization’s mission here)

Basic responsibilities of the X organization:

1. Legal and Fiduciary. The board is responsible for ensuring that X meets legal requirements and that it is operating in accordance with its mission and for the purpose for which it was granted tax-exemption. Board members ensure our organization maintains accountability by providing proper financial oversight. As safeguards of a public trust, board members are responsible for protecting the organization's assets. Individual board members must exercise the duty of care (meaning they must attend meetings, be prepared to make informed decisions by reading the information provided and requesting additional information if necessary, and carry out their duties in a reasonable and responsible manner). The board is ultimately responsible for ensuring adherence to legal standards and ethical norms.

2. Oversight. The board is responsible for effective organizational planning. The board must actively participate in an overall planning process and assist in implementing and monitoring the plan's goals. The board should clearly articulate X's mission, accomplishments, and goals to the public and garner support from the community. Board members will recruit and orient new board members and assess board performance. The board moderates the power of management, and has the power to hire and remove the chief executive. The board should ensure that the chief executive has the moral and professional support he or she needs to further the goals of the organization.

3. Development. One of the board's foremost responsibilities is to provide adequate resources for the organization to fulfill its mission. As part of their fiduciary responsibility, many board members are actively involved in fund-raising. This may include making a personal contribution; organizing a fund-raising event or hosting a benefit; or face-to-face solicitation of other individuals.
Responsibilities of individual X board members:

1. Attend all board and committee meetings and functions, such as special events.
2. Be informed about the organization's mission, services, policies, and programs.
3. Review agenda and supporting materials prior to board and committee meetings.
4. Serve on committees or task forces and offer to take on special assignments.
5. Make a personal financial contribution to the organization.
6. Inform others about the organization.
7. Suggest possible nominees to the board who can make a significant contribution to the work of the board and the organization.
8. Keep up-to-date on developments in the organization's field.
9. Follow conflict of interest and confidentiality policies.
10. Assist the board in carrying out its fiduciary responsibilities, such as reviewing the organization's annual financial statements.

I have read and understand the material regarding board member responsibilities for X. I hereby commit to serve as a member of the board.

Signature: ____________________________
Date: ______________