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.

Signed ____________________________ date ____________