Combest Health and Wellness Center Community Alliance
Board Member Expectations (Roles and Responsibilities)

I, _____________________________________, recognizing the important responsibility I am undertaking in serving as a member of the Board of Directors of this organization, hereby pledge to carry out in a trustworthy and diligent manner the duties and obligations in my role as a board member.

My role:
I acknowledge that my primary roles as a board member are (1) to contribute to defining the organization’s mission and governing the fulfillment of that mission, and (2) to carry out the functions of the office of Board Member and/or Officer as stated in the bylaws.

My role as a board member will focus on the review/approval of policies that govern the implementation of institutional plans and purposes. This role is separate and distinct from the role of the Executive Director, who determines the means of implementation.

My commitment:
I will exercise the duties and responsibilities of this office with integrity, collegiality and care.

Pledge:

_____ To establish as a high priority my attendance at all meetings of the board and committee on which I serve.

_____ To be prepared to discuss the issues and business addressed at scheduled meetings.

_____ To work with and respect the opinions of my peers who serve this board and to leave my personal prejudices out of all board discussions.

_____ To always act for the good of the community.

_____ To represent this organization in a positive and supportive manner at all times and in all places.

_____ To observe the parliamentary procedures and display courteous conduct in all board and committee meetings.
_____ To refrain from intruding on administrative issues that are the responsibility of the organization’s management team, except to monitor the results and prohibit methods that conflict with board policy.

_____ To avoid conflicts of interest between my position as a board member and my personal life. If such a conflict does arise, I will declare that conflict before the board and refrain from voting on matters in which I have a conflict.

_____ To support in a positive manner all actions taken by the Board of Directors even when I am in a minority position on such actions.

_____ To agree to serve on a least one (1) committee or task force and participate in the accomplishment of its objectives. If I chair the board, a committee or a task force, I will:

1. Call meetings as necessary until objectives are met.
2. Ensure that the agenda and support materials are sent to all members in advance of the meetings if needed.
3. Conduct the meetings in an orderly, fair, open and efficient manner.
4. Make committee progress reports/minutes to the board at its scheduled meetings, using the adopted format.

_____ To participate in:

1. The strategic planning meeting.
2. Board self-evaluation and evaluation of the Executive Director.
3. Board development workshops, seminars and other educational events that enhance my skills as a board member.

If, for any reason, I find myself unable to carry out the above duties as best I can, I agree to resign my position as a board member/officer.

____________________________________________  ________________________
Signature        Date