

BOARD MEMBER AGREEMENT

As a member of the Board of the Central Texas Regional Advisory Council (CTRAC), I understand and agree that I am responsible, collectively with my fellow Board members, for ensuring effective governance of fiscally sound programs as well as strategic direction of the organization. To that end, I understand my responsibilities require me to:

1. Understand and ensure that CTRAC reaches its mission and vision.
2. Understand the values of CTRAC and use them in my decision making.
3. Attend all regular and special Board meetings and actively participate in proceedings. Attendance requirement is 75% of scheduled Board meetings.
4. Attend at least 75% of scheduled General Assembly meetings.
5. Serve on at least one committee. Attend all regular committee meetings and actively participate in the proceedings.
6. Be accessible, at least by phone or e-mail, to staff and other Board members as needed.
7. Participate in Board member orientation.
8. Solicit the financial, in-kind, and political support of others, including employers and friends, in addition to my personal contribution.
9. Attend as many organization events and fundraisers as possible.
10. Share resources and talents with the organization, including expertise, contacts for financial support, and contacts for in-kind contributions.
11. Serve as an advocate for the organization within my circles of influence — personal, business, faith, civic, etc.
12. Fulfill commitments within agreed-upon deadlines.
13. Maintain and promote high ethical standards including good-faith Board decision making and avoiding an actual or perceived conflict of interest with other activities, interests, and/or organizations with which I may be involved.
14. Maintain the confidentiality of the private information of the organization, staff, clients, and other Board members.
15. Understand and approve global CTRAC policies.
16. Defines "active participation" requirements for CTRAC membership.
17. Prepared to discuss and act on RAC membership status, as needed.
18. Be fiscally responsible for the organization by being familiar with and approving CTRAC's budget.
19. Participates in Human Resource activities involving the Executive Director including evaluations, hiring, and dismissal.
20. Understand and maintain effective bylaws.
21. Communicate effectively and respect the diverse opinions of others.
22. Agree that in the event, for whatever reason, I can no longer fulfill my duties and responsibilities as a CTRAC Board member, I will immediately notify the Executive Director and/or the Board Chair and decide to transfer any outstanding responsibilities to other members of the Board.

Signature

Printed Name

Date

Executive Director or Chair Signature

Printed Name

Date