



Board Member Commitment

I _____, understand that as a member of the Board of Directors of the Virginia Association for Environmental Education (VAEE), I have a legal and ethical responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the mission and goals of the VAEE and I will act responsibly and prudently as its steward.

As part of my responsibilities as a board member, I will:

1. Support and share VAEE's work and values to the community, represent their interests, and act as a spokesperson.
2. Work to understand our members and partners' needs and values to VAEE, speak out for their interests, and hold the organization accountable, on their behalf.
3. Stay informed about what is going on in VAEE. I will ask questions and request information. I will participate in and take responsibility for making decisions on issues, policies, and other matters.
4. Make a commitment to attend 75% of the Board of Directors meetings and, if applicable, any committee meetings. Notification will be provided to the Chairperson if unable to attend a meeting and a board report and materials related to VAEE work will be provided *prior* to the start of the meeting.
5. I will serve on at least one Action Team supporting the strategic plan and volunteer to serve on ad hoc teams as opportunities arise.
6. I will make an annual financial contribution to VAEE at a personally meaningful level. I will participate in VAEE fundraising activities, which includes assisting with annual fun drives and regional fundraising events and helping identify potential donors and sponsors for VAEE programs and events.
7. Excuse myself from discussions and votes where I have a conflict of interest.
8. Work in good faith with other staff, volunteers, and other board members as partners toward the achievement of our goals.

If I *do not* fulfill these commitments to VAAE, I will expect the Chairperson and/or Executive Officers to discuss my responsibilities with me. If I am *not able* to fulfill these commitments, I will resign.

In turn, the VAAE Board of Directors will be responsible to me in the following ways:

1. The VAAE Board will provide all materials to the board member.
2. I will be sent, without having to request them, financial reports from the Treasurer and an update of the organization's activities.
3. Board members and staff will help me perform my duties by keeping me informed about relevant issues. Opportunities will be offered to me to discuss with the Chairperson and/or Executive Officers VAAE goals, activities, and status at meetings and strategic planning sessions.
4. Board members and staff will respond in an effective manner to questions that I feel are necessary to carry out my responsibilities to VAAE.

If VAAE does not fulfill its commitments to me, I can call on the Chairperson and/or Executive Officers to discuss VAAE's responsibilities to me.

Signatures:

Board Member _____ Date: _____

Chairperson _____ Date: _____