

## Board Member Contract

I, \_\_\_\_\_, understand that as a member of the Board of Directors of LifeStyles of Maryland Foundation, Inc., 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 purpose and the mission of the organization, and I will act responsibly and prudently as its steward.

As part of my responsibilities as a board member:

1. I will....describe and explain the organization's work and values to the community and act as a positive and energetic spokesperson.
2. I will help the Board identify the needs of our constituency and work with the board to meet those needs.
3. I will attend at least 9 board meetings annually, actively participate in the work of my sub-committee and represent the organization at special events.
4. Each year, but no later than Thanksgiving of each year, I will make a personal financial contribution or actively raise funds of at least \$1,000.
5. I will actively participate in one or more fundraising activities.
6. I will act in the best interest of the organization, and excuse myself from discussions and votes where I have a conflict of interest.
7. I will stay informed about what's going on in the organization. I will ask questions and request information. I will participate in and take responsibility for making decisions on issues, policies and other matters.
8. I will work in good faith with staff and other board members as partners toward the achievement of our goals.
9. If at any time I cannot or do not fulfill these commitments to the organization, I will have a conversation with the board president to discuss. This may be initiated by me or the Board president.

In turn, the organization will be responsible to me in several ways:

1. I will be sent, without request, quarterly financial reports and updates of organizational activities that allow me to meet the "prudent person" standards of the law\*.
2. Opportunities will be offered to me to discuss with the Executive Director and the Board President the organization's programs, goals, activities and status; additionally I can request such opportunities.
3. The organization will help me perform my duties by keeping me informed about issues in the industry and field in which we are working and by offering me opportunities for professional development as a board member.
4. Board members and staff will respond in a straightforward fashion to questions that I feel are necessary to carry out my fiscal, legal, and moral responsibilities to this organization. Board members and staff will work in good faith with me toward achievement of our goals.

5. If the organization does not fulfill its commitments to me, I can call on the Board President and Executive Director to discuss the organization's responsibilities to me.

Signed: \_\_\_\_\_  
(Member)

Signed: \_\_\_\_\_  
(Board Chair)

\*The "prudent person rule", applied in many legal settings in slightly differing language, states that an individual must act with the same judgment and care as, in like circumstances, a prudent person would act.