



Board Member Position Description & Agreement 2023

I, _____, understand that as a member of the ECOSLO Board of Directors, I have a *legal, moral, and fiduciary* responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the mission of ECOSLO and I understand it involves a personal commitment of time, energy, and resources. I will act responsibly and with care.

I understand my responsibilities include:

- Terms.** I will serve a one-year term. Board members may serve six consecutive terms (six-years).
- Mission-Driven.** I will be loyal to the mission of ECOSLO and serve as an ambassador to the community to educate others and promote ECOSLO’s work.
- Board Meetings.** I understand that the board meets 11 times per year, plus quarterly half-day or an annual full-day retreat. I will do my best to punctually attend meetings, with the understanding that each ECOSLO board member is permitted to miss two meetings without prior notice or a total of three absences during any one calendar year prior to being asked to resign from the board. I will inform the Chair or Vice Chair *at least* 48 hours prior if I am not able to attend a meeting.
- Donation.** I will make a personal financial contribution at a level that is meaningful to me, annually.
- Fundraising.** I understand that board members are asked to help with fundraising (including help with donation letters, phone calls, events, donor visits, and grant writing) and I will support ECOSLO’s fundraising as the need arises and as my schedule allows.
- Financial Oversight.** I accept fiduciary responsibility for ECOSLO and will oversee its financial health and integrity.
- Program Planning.** I will provide oversight to ensure ECOSLO programs run effectively. Additionally, I will engage in long-term strategic planning for ECOSLO and shape the vision and work of the organization.
- Conflicts of interest.** I will act in the best interests of the organization, and excuse myself from discussion and votes where I have a conflict of interest.
- Demonstrating interest.** I will be an active participant in ECOSLO Board and Committee meetings. I will stay informed about what is going on with the organization and ask questions or request information as needed. I will support the decisions of the Board once a decision is made.
- Time Commitment.** I understand that the average time commitment for board service is 6 hours per month (2 hours for board and committee meetings, ~4 for outreach and action items). This is a minimum requirement and we encourage Board Members to become more involved, based on their own personal bandwidth. I commit to participate actively in at least one committee:

<i>Circle one committee:</i>			
Fundraising	Cleanups	Trees	Green Business

I understand that each January the Executive Committee meets and evaluates each Board Member’s participation and overall organizational fit. If a Board Member is not able to meet these expectations and obligations, it is in the best interest of the organization that they offer their resignation.

I am willing to make every effort to fulfill the ECOSLO Board Member expectations as outlined above.

Board Member Signature: _____ Date: _____

Board Chair Signature: _____ Date: _____