

## **DSASG Board of Directors Board Member Contract**

I, \_\_\_\_\_, understand that as a member of the Board of Directors of Down Syndrome Association of South Georgia, 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 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 interpret the organization's work and values to the community, represent the organization, and act as a spokesperson.
2. In turn, I will interpret our constituencies' needs and values to the organization, speak out for their interests, and on their behalf, hold the organization accountable.
3. I will attend at least 80 percent of board meetings, committee meetings, and special events.
4. I will actively participate in one or more fundraising activities.
5. I will excuse myself from discussions and votes where I have a conflict of interest.
6. 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, or other matters. I will not stay silent if I have questions or concerns.
7. While I am a member of this board, I will make every effort to vote in every public election.
8. I will work in good faith with other board members as partners toward achievement of our goals.
9. If I don't fulfill these commitments to the organization, I will expect the board president to call me and discuss my responsibilities with me.

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

1. I will be sent, without having to request them, annual financial reports and an update of organizational activities that allow me to meet the "prudent person" standards of the law. (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.)

2. Opportunities will be offered to me to discuss with the board officers 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 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 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 to discuss the organization's responsibilities to me.

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Board Member Sign & Date

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Board President Sign & Date

*The board president should sign two copies of this agreement for each board member. Each new board member should sign both, return one copy to the board secretary, and keep the other for reference. Signing the agreements ensures that board members will read them, and is a symbolic gesture about their importance.*

*Last updated August 2, 2020*