

## **UUPLAN/UUPALM Board Member Statement of Agreement**

As a board member of the Unitarian Universalist Pennsylvania Legislative Advocacy Network, I believe in the mission and goals of this organization, which can be summarized as follows: bringing UU values to the public square.

I understand that being a board member means that I have a fiduciary responsibility for this organization. My duties and responsibilities include the following:

1. I am fiscally responsible, with the other board members for this organization. We need to make sure that the organization has enough money to do the work our mission compels us to do and to make certain that the money we raise is spent properly. It is my duty to know what our budget is and to take an active part in planning the budget and the fundraising to meet it.
2. I am legally responsible, along with the other board members, for the organization. I am responsible to know and approve all policies and programs and to oversee their implementation.
3. I must show my confidence in the organization by making a donation that is significant for me. I may give this as a one-time donation each year, or I may pledge to give a certain amount several times during the year.
4. I will actively engage in fundraising for this organization in whatever ways are best suited to me. These may include individual solicitation, undertaking special events, writing proposals or appeals, and the like. I will work with the staff and other board members to determine which tasks I will take on. There is no set amount of money that I must raise because I am making a good faith agreement to do my best and to bring in as much money as I can.
5. I will attend 10/12 Board meetings every year and be available for committee work and phone consultation, where appropriate. I understand that commitment to this board will involve a consistent commitment of time per month.
6. I will respond in a timely manner to all correspondence by the other Board members and the Director.
7. I will actively help to recruit new board members to bring new talents and skills to the board and to help the board to grow.

8. I understand that no quotas have been set, that no rigid standards of measurement and achievement have been formed. Every board member is making a statement of faith about every other board member. We are trusting each other to carry out the agreements above to the best of our ability, each in our own way, with the knowledge, approval, and support of all. I know that if I fail to act in good faith, I must resign, or someone from the board may ask me to resign.

In its turn, UUPLAN/UUPALM is responsible to me in a number of ways:

1. The organization will send me, without request, quarterly financial reports that allow me to act in good faith and with the degree of diligence, care, and skill that ordinarily prudent people would exercise under similar circumstances and in like positions.
2. Paid staff will make themselves available to me to discuss programs, policies, goals, and objectives.
3. Board members and staff will respond in a straightforward and thorough fashion to any questions I have that I feel are necessary to carry out my fiscal, legal and moral responsibilities to this organization.
4. The Director will provide a written agenda, and any documents pertaining to the agenda items to be reviewed by the Board members in advance of the meeting.
5. The Director will support Board Members in their duties, providing any training and materials necessary for board members to carry out their responsibilities.