

Pagosa Springs Arts Council Board Member Agreement

Hello! Please review the following and let us know if you have any questions. We're so grateful for your interest in joining the PS Arts Council board. Your involvement will be a significant role in our effort to make the arts a prominent part of Pagosa springs. Thank you!

As a member of the Board of Directors of the Pagosa Springs Arts Council, I am fully committed and dedicated to the mission of the organization; to stimulate and promote the arts. I pledge to help Pagosa Springs Arts Council carry out this mission, consistent with the functions of the office of board member as stated in Pagosa Springs Arts Council bylaws.

The role of the board

As a board member of Pagosa Springs Arts Council, I have both the opportunity and obligation to help establish strategic direction, set broad policy and steward the assets, all in support of the organization's stated mission. I commit to fulfilling these obligations with my time, talent, treasure and relationships. I will focus my efforts on the mission of the organization and not my personal goals.

Preparation

I will work diligently to understand the mission, purpose, goals and programs of the organization, and I will prepare for all board and committee meetings by reviewing all related documents and materials in advance.

Fiscal and program oversight

Together with my fellow board members, I am responsible for the fiscal oversight of Pagosa Springs Arts Council. Whether I am a member of the organization's finance or audit committees, I will know what our budget is and take an active part in reviewing and approving the budget and monitoring our performance against that budget. If I do not understand an element of Pagosa Springs Arts Council fiscal health, I will reach out to the appropriate board members for clarification.

Active participation in board meetings

I will attend regularly scheduled board meetings, be available for consultation by phone and email, and apply my special skills, perspective and experience. I will come prepared to discuss the issues and business at hand, and I will help prepare for and participate in the annual board meeting and/or retreat. I will approach all board issues with an open mind, be prepared to make the best decision for the whole organization. I will handle discussion and differences of opinion on the board in a professional manner with respect towards my fellow board members and in confidentiality.

If I miss three consecutive monthly board or committee meetings without proper notice or am otherwise unable to fulfill my obligations as a board member, I will offer my resignation or request a leave of absence. I recognize that calling in for a board meeting counts as attending the meeting.

Active participation in major events

I will attend and assist with Pagosa Springs Arts Council's major public events and fundraisers and will actively encourage support and attendance by my friends and colleagues as well.

Positively represent the organization

As a board member, I know that am a *de facto* ambassador for the organization, and I will strive to represent Pagosa Springs Arts Council in the best possible ways. I will never offer myself as an official spokesperson for the organization without proper authority from the board.

Financial Support

In addition to my valuable volunteer time, I will also make a financial donation to the organization, minimally at a membership level. I will make an effort to be actively involved throughout the year in some aspect of Pagosa Springs Arts Council's fundraising efforts.

Uphold confidentiality and Bylaws

I understand the board must speak with one voice, and therefore I agree not to divulge board-level discussions to outsiders unless the board has adopted a different policy for a specific instance or issue. I have read and understand the organization's Bylaws, and I agree to operate in conformity with them.

As part of the organization's execution of its mission, Pagosa Springs Arts Council makes the following commitment to its board members:

- We will provide you the opportunity for meaningful and rewarding service to our mission and our community.
- We will provide you, in a timely way, with the information you need to be an effective board member.
- We will be diligent in making the best possible use of the assets you make available to us, whether those be assets of time, wisdom, experience, relationships or money.
- We will make every effort to keep our meetings brief, relevant, interesting and impactful.
- We will respond to the best of our ability to your questions and concerns.
- We will encourage your feedback and criticism.
- We will do our utmost to be an organization of which all of us can be proud.

Commitment

By signing this document, I am acknowledging that board service implies a three-way commitment from board members individually, board members collectively and the organization as a whole. Even though this commitment letter is non-binding in a legal sense, I understand that the organization will rely on the collective commitments of its board members in formulating its plans and executing its strategy. Furthermore, I request that the commitments in this letter be made part of an annual evaluation of my service as a board member.

The PS Arts Council is grateful for your support!

Signed: _____ Date: _____
Board Member

Signed: _____ Date: _____
Board Chair