

## ***NACM/Chicago-Midwest***

### ***BOARD SERVICE COMMITMENT PLEDGE***

As an NACM/Chicago-Midwest Board Member, I recognize the important responsibility I am undertaking in serving as a member of the Board of Directors of this organization, and hereby pledge to carry out in a trustworthy and diligent manner the duties and obligations in my role as Board Member.

#### **MY ROLE:**

I acknowledge that my primary role as a Board Member is (1) to contribute to the defining of the organization mission and governing the fulfillment of that mission, and (2) to carry out the functions of the office of Board Member and/or Officer as stated in the Bylaws.

My role as a Board Member will focus on the development of policies that govern the implementation of institutional plans and purposes. This role is separate and distinct from the role of President whose duty is to determine the means of implementation.

#### **MY COMMITMENT:**

I will exercise the duties and responsibilities of this office with integrity and duty of care and loyalty.

#### **MY PLEDGE:**

1. Attend the meetings of the Board and of Board committees to which I have accepted appointment.
2. To come prepared to discuss the issues and business to be addressed at scheduled meetings, having read the agenda and all background material relevant to the topics at hand.
3. Respect the integrity and abilities of my fellow Board members and strive to advance the unity and harmony of the Board, recognizing all actions, whether or not I agree, belong in one to the Board and not to individuals.
4. To always act for the good of the organization. Protecting the interests of the Association as determined by its Board, its mission and prudent business practice.
5. To use a high standard of honesty and good faith so that all actions are taken with the best intent of the Association.
6. To observe the parliamentary procedures and display courteous conduct in all Board, committee and task force meetings.
7. To refrain from intruding on administrative issues that is the responsibility of management, except to monitor the results and prohibit methods that conflict with Board policy.

8. Refrain from using my position on the Board for my own personal advantage or the advantage of any special interests inside or outside of the Association. If such a conflict does arise, I will declare that conflict before the Board and refrain from voting on matters in which I have conflict.
9. Refrain from asserting authority as a Board member except when participating in a meeting of the Board or as the Board delegates to me; recognizing the chair of the Board has final authority.
10. To agree to serve on at least one committee or task force, attend all meetings, and participate in the accomplishment of its objectives. If I chair the Board, a committee or task force, I will:
  - a. call meetings as necessary until the objectives are met;
  - b. ensure the agenda and support materials are provided to all members in advance of the meetings;
  - c. conduct all meetings in an orderly, fair, open and efficient manner;
  - d. make committee progress reports / minutes to the Board at its scheduled meetings, using the adopted format.
11. To participate in (1) the Board orientation, (2) Board self-evaluation programs and (3) Board development workshops, seminars and other educational events that enhance my skills as a Board member.
12. Protect the confidentiality of private or confidential information to which I become a party as a member of the Board, i.e. member lists, financial information, public policy goals, etc.
13. Tender my resignation from membership on the Board if am, or become, unable to serve in accordance with the provisions of this commitment.

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Board Member Signature

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Date