



**POLICY CATEGORY:** 2. GOVERNANCE AND BOARD PROCESSES  
**POLICY TYPE:** 2.A. BOARD OF DIRECTORS – ROLES AND RESPONSIBILITIES  
**POLICY TITLE:** 2.A.3 *Individual Board Member Responsibilities*

Approved By Board of Directors – 3/14/17

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Each Board Member shall, before beginning their service on the Board, and before the beginning of each fiscal year, sign a copy of the statement below:

“As a member of the Board of Directors of the Greater Blythewood Chamber of Commerce (GBCC), I am fully committed to its mission of “serving, supporting and strengthening the business community for a better Blythewood area” and have pledged to carry out this mission.

I understand my duties and responsibilities, and in signing this Agreement, I make the following commitments:

1. I am fiscally responsible, along with other board members, for this organization. I will make a point to know what our budget is and take an active part in reviewing, approving and monitoring the budget.
2. I accept my responsibilities for this organization and specifically understand that the Board is responsible for overseeing the strategic implementation of policies and programs.
3. I accept GBCC’S Bylaws and operating principles and understand that I am responsible for the health and well-being of GBCC.
4. I, or my organization, will maintain, in good standing, my/our membership with GBCC.
5. I will actively engage in recruiting members and fundraising for GBCC. This may include individual solicitation, undertaking special events, writing mail appeals, etc. I am making a good faith agreement to do my best to raise support for GBCC, including committing to recruiting at least one member during the fiscal year.
6. I will assist staff and our regional partners in organizing, attending events and helping lead GBCC’s area outreach efforts.
7. I will attend, in person or by phone, at least 75% of the regularly scheduled monthly board meetings, including any board retreats, and be physically present for at least 50%.
8. I will serve on at least one committee and attend, or be available by phone, for the majority of those chosen committee meetings.
9. I will suggest to the GBCC Nominating Committee board nominees who can make significant contributions of time and resources to help lead the organization.
10. I have read and agree to adhere to the attached *Conflict of Interest Policy*.

If I am unable to meet my obligations as a board member, I will offer my resignation for consideration in accordance with the Bylaws.”

\_\_\_\_\_  
Board Member Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

The Executive Committee shall review this statement each year before beginning the nominations process.