



Solar Washington Board Members Agreement

Solar Washington is a 501c3 non-profit organization comprised of people, companies, programs and organizations joining together to advance solar energy in Washington State. Through education and community involvement, we promote the development and effective use of solar and energy and its contribution to the economic, environmental and social fabric of Washington State.

I recognize the responsibility I undertake in serving as a Board of Directors member of Solar Washington ("SolarWA"). This is a working board where I will be responsible for engaging in organizational oversight as well as projects. I pledge to fulfill the following duties and obligations of a Board Member for as long as I serve:

Fulfill my Fiduciary Duty - To take reasonable care when making decisions, to align SolarWA's actions with its mission, and to act in the best interests of, and to not act in conflict with, the interests of SolarWA. If a potential conflict does arise, I will declare that conflict before the Board and refrain from voting on matters in which I have a conflict. I understand the Board is ultimately responsible for Solar Washington's reputation and contracts.

Ensure SolarWA Acts in Accordance with Applicable Law - To ensure there is a President, Vice-President, Secretary, and Treasurer, that there is accounting oversight and tax forms are filed, and that minutes are recorded and approved.

Do the Governance Work - To review and update SolarWA's vision, mission, programs and services, and participate in reviewing the strategic plan on a regular basis. I will maintain an awareness of program-level activities, including those not related to my area of expertise, so I can help support the work of SolarWA.

Monitor Organizational and Leadership Performance - To hire, fire and decide the compensation of employees/contractors, give them an annual review, perform a self-assessment of the board, and receive an annual review of board performance from them; to support employees/contractors in strategic planning and fundraising, approve budgets and reports, approve major contracts and grants, review program evaluations, and generally troubleshoot SolarWA's activities.

Serve as Public Figure - To be present at SolarWA functions, represent SolarWA at other organizations' functions, and to speak and advocate for SolarWA. I will be fully informed about SolarWA governance and programs when I speak. I understand that *the Board speaks as one voice*, and will channel any dissent on my part appropriately.

Contribute Time, Talent, and Treasure - To contribute a minimum of 8 hours of time per month, *and* give at least one annual donation, *and* recruit other Board members.

Follow Through - To follow through on commitments I make to the Board. I will monitor communications about SolarWA business in a timely fashion. When circumstances prevent my ability to complete tasks or respond to

communications, I will seek support or guidance from other board members. When another Board member or staff member asks for input or assistance, I will be as supportive as I can and reply in a timely manner.

Support Financially - To participate to the best of my ability in fundraising efforts. I will attend and invite others to fundraising events. I will also do at least one of the following: talk about the work we are doing and encourage other people to donate; support staff in making contacts with major donors and foundations; help develop relationships with donors, foundations, and other collaborating nonprofits; help write and review grant applications.

Participate - I will attempt to attend all Board meetings. I understand that if I miss **three** Board or Committee meetings in a row, I will have tendered my resignation from the Board. I will come prepared to discuss issues on the meeting agendas, share my opinions and listen respectfully to the opinions of others. In addition, I will do at least one of the following typical activities (or something similar) each year:

Recruit volunteers, advisors and Board members
Coordinate an Annual or Special Event
Bring in major sponsorship or donations
Assist in Grant writing and/or review
Serve on steering committee for a major project/program

Help with a program or project
Present SolarWA programs/projects with other groups
Mentor a staff/volunteer
Prepare strategic planning materials

Board of Directors member terms are two years. I understand that if my participation as a Board Member is in question, I will have the opportunity to discuss any problems with the officers of the Board, and will seek an appropriate resolution that supports the work of SolarWA. If, for any reason, I find myself unable to carry out the above pledges as best I can, I agree to resign my position as a Board Member.

Your Board Term:

Beginning Month/Year: February 2019

Ending Month/Year: December 2020 or January 2021

Name

Signature

Date