

**YNPN Austin**  
**Board of Director Member Agreement**

I understand that as a member of the Board of Directors (BOD) of YNPN Austin, I am making a commitment to ensure that the organization does the best work possible in pursuit of its goals. I believe in the purpose and the mission of the organization and I will act responsible and prudently as its steward.

As part of my responsibilities as a BOD member:

1. I will interpret the organization's work and values to the community, represent the organization and act as a spokesperson in informal settings.
2. BOD meetings take place every other month. Programming events occur once per month. I will attend at least 75% of board meetings, Committee meetings, sub-committee meetings and events.
3. I will attend the annual fundraiser, the Do Gooder Games.
4. As a committee chair, I will take attendance at all meetings in order to track BOD participation.
5. I will sign in at every event so that my attendance will be on record.
6. Any known absences from BOD meetings and the Do Gooder Games must be communicated to the President in advance.
7. I will develop written documents of my committee's major procedures so as to allow easy transfer of organizational knowledge.
8. I will stay informed about the organization, both at the local and national levels. I will join the YNPN Leaders listserv in order to stay abreast of national issues and best practices effecting YNPN and nonprofits more generally.
9. Given the infrequency of face to face meetings, many business decisions will be discussed and decided by email. I will participate in email discussion and take responsibility for responding to requests for information and making decisions by email in a timely fashion.
10. I will work in good faith with other committee members as partners towards achievement of our goals.

Failure to meet agreement:

1. If I do not fulfill these commitments to the organization I will expect the BOD President to call me and discuss my responsibilities with me.
2. By not meeting these requirements, I am aware that I may be dismissed from the Board.

Board of Director Agreements must be signed by all board members at the first board meeting of each fiscal year.