

**Louisville Skating Academy, Incorporated
A 501(c)(3) Not-for-Profit Organization**



BOARD MEMBER AGREEMENT

As a board member of the club I am fully committed and dedicated to the mission of promoting and developing the sport of figure skating in the Louisville, Kentucky metropolitan area by encouraging an environment of good sportsmanship while providing training opportunities to meet the needs of all levels of skaters in achieving their personal goals from recreational skating to competition at national and international events. I pledge to carry out this mission and will act prudently and responsibly as the Organization's steward. As part of my legal and ethical duties and responsibilities as a board member:

1. I will interpret the organization's work and values in a positive manner to the membership and community, represent the organization, and act as a spokesperson (including support/alignment and communication with and of board decisions).
2. In turn, I will interpret our membership's needs and values to the organization, speak out for their interests, and on their behalf, hold the organization accountable.
3. I will exercise fiscal responsibility in all actions and decisions made by me for this organization. I will make myself aware and knowledgeable about our budget and finances and will take an active part in review and approval, of the budget and fundraising to meet the goals of our club.
4. I understand my legal responsibilities to the organization. I am responsible for reporting any deterrence from these obligations by myself or another board member.
5. I understand and accept the bylaws and operating principles of this organization and will follow them at all times.
6. I will actively engage in sponsorship and fund-raising events for this organization. I will make a good faith effort to do my best and to raise as much money as I can.
7. I understand that any information (written, verbal, or other form) obtained during the performance of my duties is to remain confidential. This includes all information about members, families, employees, contract workers, vendors, coaches, or other associated organizations or parties, as well as any information otherwise marked or known to be confidential. I understand that any unauthorized release or carelessness in the handling of this confidential information is considered a breach of the duty to maintain confidentiality. I further understand that any breach of the duty to maintain confidentiality could be grounds for immediate dismissal.
8. I will treat my fellow board members and club members with respect. When conflict or disagreement occurs, I will remain respectful and work for a compromise that is in the best interest of the organization.

9. I will attend at least 75% of board meetings and special events, be available for phone consultation, and actively serve on at least one club committee.

10. I have been provided, read, understand, and agree to abide by the Board Member Conflict of Interest Statement. I will excuse myself from discussions and votes where I have a conflict of interest.

11. I will stay informed about what's going on in the organization. I will ask questions and request information. I will participate in and take responsibility for making decisions on issues, policies, and other matters. I will not stay silent if I have questions or concerns.

12. While I am a member of this board, I will make every effort to vote in every election.

13. If I don't fulfill these commitments to the organization, I will expect the board president or board president's designee to personally contact me to discuss my responsibilities with me. If I am not able to meet my obligations as a board member, I will offer my resignation.

The organization is responsible to the board members for . . .

In turn, the organization will be responsible to me in the following ways:

1. I will be sent, without having to request them, financial reports (on a quarterly basis at a minimum) and an update of organizational activities that allow me to meet the "prudent person" standards of the law. (The "prudent person rule," applied in many legal settings in slightly differing language, states that an individual must act with the same judgment and care as, in like circumstances, a prudent person would act.)

2. The organization will help me perform my duties by keeping me informed about issues in the industry and field in which we are working.

3. Board members and staff will respond to questions in a straight-forward fashion that I believe are necessary to carry out my fiscal, legal, ethical, and moral responsibilities to this organization. Board members and staff will work in good faith with me toward achievement of our goals.

4. If the organization does not fulfill its commitments to me, I can personally contact the board president to discuss the organization's responsibilities to me.

Board Member: _____

Date:

Board Chair: _____

Date:

The board chair is to sign two copies of this agreement for each board member. Each new board member should sign both, return one copy to the board chair, and keep the other for reference.