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Arizona Quilters Guild

Board Service Agreement (6/23)

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, understand that as a member of the AQG Board of Directors I have a responsibility 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 responsibly and prudently as its steward.

As a part of my responsibility as a board member:

1. I understand that board members represent the membership, and I will convey the organization’s work and values to the membership, will represent the entire organization, and act as a spokesperson for the organization.
2. The AQG Board must be accessible and responsive to the membership. I will solicit membership input and help make information about our organization’s mission, program activities and finances available to its constituency.
3. I will exercise independent judgment as well as be reasonably informed, participate in decisions, and do so in good faith and with care.
4. I will put the best interests of the organization first, above my own self-interest or the special interest of others and will never use information obtained as a board member for my own or others’ personal advantage.
5. I will maintain proper confidentiality regarding all membership and personnel matters.
6. I will disclose all conflicts of interest and I will excuse myself from discussions and votes where I have a potential conflict of interest.
7. I will not deviate from my duty to fulfill the particular purposes for which the organization was created and understand that AQG is a 501(c)(3) organization, not organized for profit, but operated exclusively for the promotion and education of our membership.
8. I have read and will act in accordance with the organization’s bylaws.
9. I have read and will act in accordance with the organization’s policy and procedures.
10. I will stay informed about what is happening 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 board matters.
11. I will inform others about the organization and suggest possible nominees to the board who can make significant contributions to the work of the board and the organization.
12. I will work in good faith with other board and organization members as partners toward achievement of our goals. I will respond in a straightforward fashion to questions that are necessary to carry out my responsibilities to this organization.
13. I will report any issues or incorrect information to the board in a timely manner and follow through to ensure that it is handled or corrected.
14. I will act as a liaison to the committees designated by the board.
15. I will treat our members with respect and recognize that all people have their own right to personal dignity as well as due process.
16. I will not misuse any AQG assets including supplies and electronic equipment. I will return all supplies and electronic equipment upon the end of my term.
17. If I cannot properly fulfill my obligations to the organization, I will resign as a member of the board.

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_