

## Chardon Tomorrow

### Role and Responsibilities of Board Members

*The following responsibilities are specific to Chardon Tomorrow and are articulated for the purpose of complementing and/or clarifying certain aspects of the traditional governing responsibilities of board members.*

#### **Commit to the vision and mission of Chardon Tomorrow**

**Attend meetings of the Board: Board members are expected to attend all scheduled Board meetings.** Exceptions will be made when circumstances warrant, but attendance at a minimum of eight of the meetings per year is required (includes annual retreat and Heritage Ohio review). Attendance is mandatory for the annual board retreat.

**Serve on at least one committee and attend committee meetings:** Attendance at all committee meetings of committees on which the Board member serves is encouraged and attendance at a minimum of half of the committee meetings is required.

**Prepare for meetings in advance:** Chardon Tomorrow commits to sending materials in advance; board members commit to reading and considering materials in advance of meetings.

**Contribute expertise and participate in strategic development of board and organization.**

**Attend/volunteer at a minimum of three events annually.** These include workshops, volunteer mixers, non-ticketed events, or community events in which CT is a partner.

**Maintain an annual membership to Chardon Tomorrow and consider an annual gift//donation in excess of the individual membership amount.**

**Develop funding support:** Assist Chardon Tomorrow Board and staff in its fund raising efforts by arranging introductions, inviting associates to events/meetings, signing letters to friends and associates, and otherwise helping to open doors for support.

**Serve as an ambassador of Chardon Tomorrow:** Be familiar with and speak in support of CT and allow the Member's name to be used in support of CT's mission.

**Refrain from discussing or sharing confidential board business with non-board members.**

**Adhere to the fiduciary duties of care, loyalty, and obedience, as described in the Ohio revised Code.**

**Disclose any potential conflict of interest with Chardon Tomorrow.** Signed conflict of interest statements are required of all board members on an annual basis. A copy of the Conflict of interest policy has been provided to you and is also available through the Organizational Chairperson.