

NCM BOARD MEMBER CONTRACT

I, _____, understand that as a member of the Board of Directors of Nabhi Christian Ministries (NCM), also doing business as NCM of Pittsburgh, I have a legal and ethical 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 church, and I will act responsibly and prudently as its steward. As part of my responsibilities as a board member:

1. I will interpret the church's work and values to the community, represent the organization, and act as a spokesperson.
2. In turn, I will interpret our community needs and values to the church, speak out for their interests, and on their behalf, hold the church organization accountable.
3. I will attend at least 75 percent of board meetings and special events.
4. Each year, but no later than July 15th of each year and without having to be asked, I will make my group donation at www.nabhiministries.org or if enduring hardship, I will make a personal financial contribution at a level that is meaningful to me.
5. I will actively participate in one or more fundraising activities and help promote all events and activities. I will participate in the annual fundraiser.
6. I will excuse myself from discussions and votes where I have a conflict of interest.
7. 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.

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

9. I will work in good faith with staff and other board members as partners toward achievement of our goals.

10. If I don't fulfill these commitments to the organization, I will expect the board president to call me and discuss my responsibilities with me.

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, quarterly financial reports and an update of organizational activities that allow me to meet the "prudent person" standards of the law.

2. Opportunities will be offered to me to discuss with the CEO and the board president the organization's programs, goals, activities, and status; additionally, I can request such opportunities.

3. The organization will help me perform my duties by keeping me informed about issues in the ministry and field in which we are working and by offering me opportunities for professional development as a board member.

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

5. If the organization does not fulfill its commitments to me, I can call on the board president and CEO to discuss the organization's responsibilities to me.

Signed: by _____, Board Member

Date _____

and by _____, Chair of the Board of Directors

Date _____

The board chair should 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. Signing the agreements ensures that board members will read them, and is a symbolic gesture about their importance.

