



**BOARD MEMBER  
STATEMENT OF UNDERSTANDING AND CONTRACT**

I, \_\_\_\_\_, as a member of the board of directors of Ohlone College Foundation, understand that:

1. I am morally responsible for the health, well being and direction of this organization. I pledge to carry out the mission of Ohlone College Foundation.
2. I am legally responsible, along with other board members, for the prudent operations of this organization. I am responsible to know and approve all policies and programs, and to oversee the implementation and evaluation of policies and programs.
3. I am financially responsible, along with other board members, for planning and approving the budget, ensuring funding to implement the budget and ensuring adequate accountability for funds spent.

Further, I, \_\_\_\_\_, as a member of the board of directors, pledge:

1. To attend at least 75% of the board meetings, committee meetings and special events.
2. To come prepared to discuss the issues and business to be addressed at scheduled meetings, having read the agenda and relevant background material.
3. To work with and respect the opinions of my peers who serve this board, and to leave my personal prejudices out of all board discussions.
4. To always act for the good of the organization and its members.
5. To contribute to the President's Circle (\$1,000 annually); or to raise or make a personal financial contribution of a minimum of \$ 1000 annually to scholarship or specific program support.
6. To assist in the identification and solicitation of President's Circle and planned giving program
7. To represent this organization in a positive and supportive manner at all times and in all places.

8. To refrain from intruding on administrative issues that are the responsibility of management, except to monitor the results and prohibit methods that conflict with board policy.
9. To avoid conflicts of interest between my position as a board member, my professional and my personal life. If such a conflict does arise, I will declare that conflict before the board and refrain from voting on matters in which I have conflict.
10. To support in a positive manner all actions taken by the board of directors even when I am in a minority position in such matters.
11. To agree to serve on at least one committee or task force, attend its meetings, and participate in the accomplishment of its objectives.
12. To participate in
  - a) the annual strategic planning retreat
  - b) board self-evaluation programs
  - c) board development workshops, seminars, and other educational events, which enhance my skills as a board member.
13. To assist the Foundation in identifying future board leadership that meet the aforementioned criteria

**My personal goals as a board member are:**

- 1.
- 2.
- 3.

If, for any reason, I find myself unable to carry out the above duties as best I can, I agree to resign my position as a board member/officer.

\_\_\_\_\_  
Board Member's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
College President's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Chairman's Signature

\_\_\_\_\_  
Date