

# Board Member Agreement

I agree to serve on the Board of Directors of the Support, Advocacy & Resource Center (SARC). I understand that I have a responsibility to ensure that the organization is well managed and financially sound as it pursues its mission and goals.

As a Board Member, I will:

1. Commit my support to the mission of the SARC.
2. Attend at least 75% of the Board Meetings.
3. Attend committee meetings and special events to the best of my ability.
4. Disclose any conflicts of interest, should any arise.
5. Stay informed about the work of the organization. I will regularly read programmatic and financial reports and request additional information or ask questions as necessary.
6. Support SARC financially by participating in fund raising efforts as a consumer and as a volunteer. Identify potential donors whenever possible or appropriate.
7. Work to enhance my performance and maximize my contribution, by attending training provided by SARC.
8. Work with other Board Members and Staff towards the goals and mission of SARC.
9. Be mindful of the confidentiality requirements of a Board Member.
10. If I am no longer able to keep these commitments I will resign as a Board Member with as much notice as possible.

Signed:

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Member, Board of Directors

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Date

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President, Board of Directors

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Date

# Agency Agreement

I agree to support the Board of Directors in an effort to increase their effectiveness.

As the Executive Director, I will:

1. Provide continuing training opportunities to Board Members.
2. Disseminate information (financials, program reports, etc.) in a timely fashion.
3. Notify the Board of Directors of any major issues and concerns related to the agency.
4. Notify the board of special events.
5. Work with the Board of Directors toward the goals and mission of SARC.
6. Fully and honestly respond to questions raised by Board Members.
7. Arrange logistics for Board meetings.
8. Be mindful of the confidentiality requirements of SARC.

Signed,

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Executive Director

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Date

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President, Board of Directors

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Date