

## Board Service Agreement

As a board member of Transition House, Inc. (hereinafter referred to as “Organization”), I am fully committed and dedicated to the purpose of the Organization and have pledged to carry out such purpose. I understand that my duties and responsibilities include the following:

1. I understand my legal responsibilities are to make good faith decisions (a duty of care) to be true to the purpose of the organization (a duty of obedience); and, to act in the best interest of the Organization (a duty of loyalty).
2. I will make a personal financial donation annually to the Organization.
3. I am responsible for the oversight and implementation of the Bylaws and policies of the Organization.
4. I will take an active part in reviewing, approving, and monitoring the budget.
5. I will attend board meetings and be available for phone consultations.
6. I will read all consent agenda documentation prior to meetings.
7. I will maintain the confidentiality of information received through my service at the Organization and will sign the Confidentiality Statement per the Governance Manual.
8. I will adhere to the policies of the Organization and I acknowledge that I have received, read, will follow such policies, and will execute the Policy Confirmation Statement per *the Governance Manual*. I understand the policies and their necessity to the tax-exempt status of the Organization.
9. I will take an active part to ensure the Organization is not being utilized to promote, advertise, market, sell or distribute intellectual property, goods, or services that would lead to any form of private benefit to any member of the board or other individual.
10. I will volunteer to be a member of at least one committee.
11. If I am unable to meet my obligations as a board member, I will offer my resignation.

In signing this document, I understand that no rigid standard of measurement and achievement are being formed. I understand every board member is making a statement to act in the best of his or her abilities.

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Director Signature

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Date

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Director Printed Name