



# Solebury Township Historical Society

## BOARD EXPECTATIONS AND CONTRACT

NAME: \_\_\_\_\_  
(First Name) (Middle Name or Initial) (Last Name)

As a member of the Board of Directors of The Solebury Township Historical Society, I have a legal and ethical responsibility to ensure that the organization does the best work possible in pursuit of its goals. I support the purpose and mission of the organization and pledge my commitment to assist in carrying out its work.

As a board member, I will consistently act responsibly and prudently. I understand my duties to include:

1. Legal, fiscal and moral responsibility, along with my fellow board members, for the well-being of this organization. As such, it is my responsibility to:

- Take responsibility for making decisions on organization issues and board matters in adherence to the by-laws.
- Promote awareness of the organization
- Be familiar with our budget and take an active part in the budget planning process.
- Know and approve all policies and programs and oversee their implementation.
- Interpret the organization's work and values to the community, represent the organization and serve as a spokesperson.
- Keep up-to-date on the business of the organization.
- Assist in the recruitment and nomination of board members.
- Excuse myself from discussions, decisions and votes where I may have a conflict of interest.
- Serve a two year term.

2. Attendance at at least 2/3 of the board meetings per year. Should I be unable to attend a meeting, I will, if needed, be available for telephone consultation.

3. Serve as an executive officer or chair a committee (in accordance with the Board-approved committee structure).

4. Active participation in one or more fundraising activities/events. This may include individual and/or special event solicitation, direct mail appeals or attendance at events.

5. Working in good faith with my fellow board members and staff toward the achievement of the organization's goals.

Should I be unable to fulfill these commitments to the organization, I understand that the Board



# Solebury Township Historical Society

President will call upon me to discuss my responsibilities. Should there come a time where I am no longer able to fulfill my obligations to the organization, it will be my responsibility to resign my position as a member of the Board of Directors.

As an STHS Board Member, I understand that the organization will be responsible to me in the following ways:

1. I will be sent, without request, quarterly financial reports and an update of organizational activities. Further, I expect that I will have information about programs and policies, goals and objectives as appropriate.
2. Opportunities will be provided for me to discuss with the Executive Board the organization's programs, goals, activities and status.
3. It is expected that board members and the Executive Board will respond in a straightforward fashion to questions that I feel are necessary to carry out my fiscal, legal and moral responsibilities to the organization.
4. Executive Board members will work in good faith with me towards achievement of our goals.
5. The organization will carry directors' and officers' liability insurance.

\_\_\_\_\_  
Print Name - Board of Directors Member

\_\_\_\_\_  
Signature – Board of Directors Member      Date

\_\_\_\_\_  
Print Name - Board of Directors President

\_\_\_\_\_  
Signature – Board of Directors President      Date

\_\_\_\_\_  
My term of office begins:

\_\_\_\_\_  
My term of office expires: