



## ***Board Leadership Commitment Agreement***

**As a member of the Ad 2 Orlando Board of Directors:**

- **DUTIES:**

I will perform my duties as to honor the trust of the membership that elected me, including, but not limited, to:

- Maintaining an active Ad 2 Orlando membership
- Attend all scheduled board meetings. Actions will be taken if you are to miss 3 or more board meetings.
- Attending the meetings of the Board of Directors, AAF Adjacent Committees, and of Ad 2 Board committees to which I have accepted appointment.
- Giving appropriate notice if I cannot attend a meeting
- Maintaining regular communication with the committees and individual members under my leadership, and aim to host a meeting with the committee(s) at least once a month.
- Regularly check and respond to Slack, ClickUp, email, and any other softwares used for Ad 2 projects and operations.
- Participating in organization-sponsored events
- Completing director/committee work on my own time, as needed
- Reviewing all information and materials sent to me in connection with Board business and to provide to the Board my best attention and judgment.
- Supporting Ad 2 Orlando in the community
- Completing all tasks and responsibilities assigned to me by the President.

- **INTEGRITY:**

I will:

- Respect the integrity and abilities of my fellow Board members and strive to advance the unity and harmony of the Board, recognizing all actions, whether or not I agree, belong in one to the board and not to individuals.

- Comply with all applicable statutes and regulations applying to non-profit organizations and the terms of the Articles of Incorporation, the Bylaws, and the Policies adopted by the Ad 2 Orlando Board of Directors.
- Refrain from using my position on the Board for my own personal advantage or the advantage of any special interests inside or outside of the association.
- Protect the confidentiality of private or confidential information to which I become a party as a member of the Board. For example, member lists, financial information, public policy goals, etc.

- **CONDUCT:**

I will:

- Conduct myself as to reflect credit on Ad 2 Orlando and the Board of Directors.
- Protect the interests of Ad 2 Orlando as determined by its Board, mission and prudent business practice.
- Refrain from asserting authority as a Board member except when participating in a meeting of the Board or as the Board delegates to me; recognizing the President of the Board has the final authority.
- Tender my resignation from membership on the Board if I am, or become, unable to serve in accordance with the provisions of this commitment.

Board Member Name

Position

Board Member Signature

Date