

BOARD MEMBER PLEDGE

I, _____, recognizing the importance of the responsibility I am undertaking in serving as a member of the Board of Directors of The Arc of Iowa and realizing that this agency is a vital and essential part of the community because it enriches the quality of life for people with disabilities and their families and epitomizes the highest societal values, hereby pledge to carry out in a trustworthy and dedicated manner the duties and obligations in my role as a board member.

I acknowledge that my primary role as a board member is:

- (1) To define and constantly evaluate The Arc's mission and goals to see that they are fulfilled, and
- (2) To complete the duties of Board member and/or Officer as stated in the by-laws.

I Pledge:

1. To read the Board of Director's manual and other materials, educating myself on The Arc as a not-for-profit, my responsibilities as a board member, and ways I can improve my role as a board member.
2. To make every effort possible to attend all scheduled meetings, accruing only 3 (unexcused) absences from board meetings over a period of one year and to observe and participate, as appropriate, in the programs that The Arc offers individuals, families and the community.
3. To contribute my personal time, talents and financial resources to the best of my ability to further The Arc of Iowa's purposes.
4. To be attentive and prepared for meetings, being ready to discuss the pertinent issues in order to stay on track with meeting agendas and be prepared to set fiscal, program, and personnel policy, establish organizational goals and adopt the annual budget.
5. To discuss the facts of the issues as they pertain to The Arc, respecting the views of other board members and leaving my personal opinions and affiliations out of the discussion. I will display common courtesy in all meetings, using the rules of parliamentary procedure to keep order.
6. To maintain the confidentiality of sensitive board issues and decisions, as well as information about other members, clients or staff.
7. To always act in the best interest of The Arc, knowing that there are certain standards of quality, responsibility and accountability placed upon myself as a member of the board of directors.

8. To always represent The Arc in a positive manner, realizing that my actions reflect upon The Arc and its mission because of my public position.
9. To learn, respect and differentiate between the issues that are the board's responsibility and those that are the responsibility of management, unless there is a need for action because of an issue of conflict with board policy.
10. To avoid conflicts of interest between my personal and professional life and my board member position. If it appears that a conflict could develop, I will disclose the necessary information to the board and abstain from voting on the conflicting issue.
11. To support all decisions made by, and actions taken by, the full board, even though I may have been in the minority on a decision.
12. To serve on at least one committee, making every effort to attend all meetings and taking an active part in fulfilling the goals of that committee.
13. To participate in:
 - The preparation of the strategic plan.
 - Annual evaluations of the board and the executive director.
 - Board development opportunities to strengthen my board member skills.

If, for any reason, I am unable to carry out any of the above duties I agree to resign my position as a board member.

Board member signature

Date