

BOARD MEMBER COMMITMENT FORM

JANUARY – DECEMBER 2011

Asthma & Allergy Foundation of America, St. Louis Chapter – involves the talents, time and energy of staff, volunteers and Board of Directors to complete its mission. The Board of Directors of AAFASSTL is legally and ethically responsible for all activities of the agency. Terms of the Board are three years. In order to describe the expectations for Board Members, at the beginning of each fiscal year all Board Members are asked to sign this commitment form.

The Board is responsible to:

- Determine and monitor the performance of AAFASSTL in achieving its mission
- Determine and monitor the programs and services of AAFASSTL
- Select and support the executive director and review his/her performance
- Identify and obtain adequate resources
- Provide oversight of financial and other resources
- Promote public image of AAFASSTL
- Ensure effective organizational planning
- Recruit, orient and develop board members

Responsibilities of Board Members

- Understand and promote AAFASSTL
- Be familiar with AAFASSTL's programs and operations
- Be a working member of at least one board committee
- Participate in resource development and fundraising
- Assist in individual (membership) development
- Be willing to be an ambassador in the community
- Review board meeting materials before the meeting
- Identify any potential conflicts of interest

Time Demands (approximate)

- Attend bi-monthly meetings of the Board, regularly scheduled for 6:00 p.m. on Thursdays at the AAFASSTL office. Call or email the Executive Director if unable to attend. Members must attend at least 50% of the Board meetings and the committee meetings on which they serve. If they are on the Executive Committee, they must attend at least 50% of those meetings.

- Attend at least 50% of the meetings of my committee(s) as scheduled by the committee chair. Committees are as listed:

Executive Committee

Program Committee

Development Committee (Special Events-Orchid Ball, Golf Tournament, Trivia Night)

Finance Committee

Public Relations/Marketing Committee

- Attend special events and other events throughout the year

Financial and Resource Development Expectations

- Make a personal donation to AAFastL annually by December 31 each year. The amount is a personal decision and should be considered a significant donation in the eyes of the member.
- Actively participate in AAFastL's fundraising events by identifying, contacting and securing gifts and/or in kind donations and attendees.
- Identify and assist in cultivation of potential donors

Each December the Executive Committee meets and evaluates each Board Member's participation. Board Members who have not been able to meet these expectations may be asked to resign.

I (*print name*) _____, am willing to make every effort to fulfill AAFastL's Board Member expectations as outlined above.

Signature _____

Date _____