

Reciprocal Agreement for AERO Board Members

Last updated 08/17/17



What Board Members provide AERO	What Board Members can expect from AERO
_____ I will give my best effort to “hit the ground running” when beginning my service with the board.	AERO will provide me with a full orientation, including background information on work accomplished to date.
_____ I will learn about the organization’s mission and programs, and be able to describe them accurately.	AERO will provide me with relevant materials and education.
_____ I understand that the board meets via video phone call monthly, in addition to (in person) one meeting at the annual fundraiser in October and one full day retreat each year. I will do my best to attend each meeting, with the understanding that absence from half of the meetings over the course of one year will be cause for considering my removal from the board.	I expect that board meetings will make good use of my time and be productive, with a focus on decision-making and not merely reporting. I understand that agendas will be distributed at least one week in advance. If I wish to add items to the agenda, I will contact the Chair at least two weeks in advance.
_____ I will provide oversight to ensure that our programs run effectively.	I expect monthly reports from the Executive Director, program updates, etc.
_____ I accept ethical responsibility for the organization and will help to hold fellow board members and the Executive Director (and, by extension, the full staff) to professional standards of conduct.	AERO will provide me with relevant training, as necessary.
_____ I will serve as an ambassador to the community to educate others about AERO’s mission and promote our work. I commit to attending AERO events in my region, as I am able.	I will receive materials and training (public speaking, etc.) to do this job effectively. I will have opportunities to attend AERO events as a participant, and not only as a board member. AERO will provide me with a name tag identifying my important role in the organization, and will recognize the board formally at events and community gatherings.
_____ I commit to increasing my skills as a board member.	AERO will provide me with appropriate training and support.
_____ I will participate in fundraising to ensure that AERO has the resources it needs to meet its mission. I commit to making a personal donation; AERO will be one of the top three charities I support each year that I am on the board.	I will be able to choose from a range of fundraising activities, and I will receive relevant training and support to help me fulfill my obligations. I will have the option of fulfilling by personal pledge in monthly or quarterly installments, if I choose.
_____ I will evaluate the performance of the Executive Director.	This evaluation will be based on goals developed jointly between the board and the Executive Director.