

Individual Board Member Responsibilities

- Be a member in good standing.
- Attend all board and assigned committee meetings. Make best effort to attend functions and events.
- Practice the organization's mission, services, policies, and programs. "To enhance the community's economic development and prosperity."
- Review agenda and supporting materials prior to board and committee meetings.
- Serve on at least one committee or task force and offer to take special assignments.
- Make a personal financial contribution to the organization by supporting sponsored events.
- Be informed of the organizations services, policies and programs.
- Suggest possible nominees to the board who can make significant contributions to the work of the chamber.
- Follow conflict of interest and confidentiality policies.
- Assist the board in carrying out its fiduciary responsibilities, such as reviewing the organization's annual financial statements.
- It is important to remember that once a decision is made, the board speaks with one voice. Individual board members are obligated to present this view to the outside world.

I have read and understand the above responsibilities of serving as a board of director for the Muskego Area Chamber of Commerce. I willing accept the responsibilities of the position.

Date: _____

Signature: _____