

Name:
Occupation:
Employer:
Snail Address:
Email Address:
Phone:



COPPER BEECH
INSTITUTE

Mindfulness Practice. Compassionate Action.

Overview

We are deeply thankful for your interest in being of service to our community. The Board of Directors provides critical guidance to our mission along with financial and strategic oversight. Board members are elected to three-year terms renewable for a second term. Directors' and Officers' insurance policies purchased by Copper Beech provide coverage for all board members. Board members commit to 2-5 hours of service per month. We offer the following questions and guidelines to support transparency around roles and responsibilities. Let us know how we can support your discernment. We are happy to address your questions or concerns in any way.

- 1. If elected, how you would like your name to appear in public documents:**
- 2. What race or ethnicity describes how you identify: What do you see yourself offering to the board?**
(i.e. skills, expertise, constituency representation, etc.?)
- 3. Committee interests**
Currently, we have five committees: Finance, Healing and Justice, Governance, Marketing, Fundraising. Most of the board's work happens at the committee level. Please list, which committee/s you feel most drawn to:
- 4. Would you be willing to consider Copper Beech number one or two among the nonprofits that you support, in terms of your time and your financial support?**
- 5. On what other boards do you serve?**
- 6. Are you willing to raise funds for Copper Beech Institute, in whatever way you feel most comfortable?**
(eg-meetings or phone calls with donors, organizing events, tabling or giving presentations, etc)?
- 7. Will you take the fiduciary responsibility of board members seriously and seek out guidance if you don't know how to read financial statements?**
- 8. It is not always possible to elect all people who are nominated to the board. If the board does not elect you this year, are you willing to serve on a committee as a non-board member? If yes, which committee: Finance, Marketing, Healing and Justice, Governance, Fundraising**
- 9. Do you/would you commit to acting in the best interests of the organization, and excuse yourself from discussions and votes where you have a conflict of interest?**

Board Member Time and Energy Exchange

What board members provide	What board members can expect in return
1. I will give my best effort to “hit the ground running” when beginning my service with the board.	1. Copper Beech will provide me with a full orientation, including background information on work accomplished to date.
2. I will learn about Copper Beech’s mission and programs and be able to describe them accurately.	2. Copper Beech will provide me with relevant materials and education.
3. I understand that the board meets 6-8 times per year. I will do my best to attend each meeting, with the understanding that three consecutive unexcused absences will be considered resignation from the board.	3. I expect that board meetings will be well run and productive, with a focus on decision-making and not merely reporting. I understand that agendas will generally 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.
4. I accept fiduciary responsibility for the organization and will oversee its financial health and integrity.	4. I expect timely, accurate, and complete financial statements to be distributed at least quarterly, one week in advance of the relevant board meeting. I also expect to be trained to read and interpret these financial statements.
5. I will provide oversight to ensure that our programs run effectively.	5. In general, I can expect monthly reports from the executive director, program updates, news media, etc.
6. I accept ethical responsibility and will help to hold fellow board members and the executive director (and, by extension, the full staff) to professional standards.	6. Copper Beech will provide me with relevant training.
7. I will serve as an ambassador to the community to educate others and promote our work.	7. I may need materials or support and understand that Copper Beech will provide relevant training and support, when appropriate, to do this job effectively.

<p>9. I will participate in fundraising to ensure that our organization has the resources it needs to meet its mission. I commit to making a personal donation; our organization will be one of the top three charities I support each year that I am on the board.</p>	<p>9. Copper Beech will offer me a range of fundraising activities, and I expect relevant training and support to help me fulfill my obligations. Copper Beech will offer me the option of fulfilling my personal pledge in monthly or quarterly installments, if I so choose.</p>
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Board member signature **Date**