

## PPHFH Board Commitment Form

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I, \_\_\_\_\_, understand that as a member of the Board of Directors of Pikes Peak Habitat for Humanity, I have the legal and moral responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the purpose and the mission of the organization, and I will act responsibly and prudently as its steward.

As part of my responsibilities as a Board member: I will

- Attend a minimum of 75 percent of Board meetings, including retreats, special meetings, and committee meetings. I will attend at least two PPHFH special events per year and will serve on at least one Board standing committee.
- Consider fundraising to be a key responsibility in support of PPHFH's short- and long-term development goals. I will be responsible for an annual financial contribution that places PPHFH in the top three of my giving commitments and that each Board member must contribute.
- I realize there is no maximum contribution given by me, or solicited from others.
- Assist with creating and implementing a fundraising strategy.
- Participate in the Board development process and ensure the Board is self-perpetuating and efficient through identification of skills needed and recruitment; I will participate in a self-evaluation process regularly.
- Participate in the Executive Director's evaluation process as directed by the Executive Committee. I appreciate, understand, and am committed to the Board-Executive Director partnership and recognize its interdependence.
- Approve budgets recommended by the Finance Committee and review regular financial reports and ensure proper internal controls and that no inappropriate liabilities occur as overseen by the Finance Committee. I will review the audit and management letter recommended by the Finance Committee.
- Interpret PPHFH's work and values to the community and represent the organization in a positive manner. I will work in good faith with staff and other Board members as partners toward achievement of our goals.
- Speak with one voice when a Board decision is made and will maintain confidentiality on Board discussions.
- Act in the best interests of the organization, and excuse myself from discussions and votes where I have a conflict of interest.
- Stay informed about what's going on in the organization. I will participate in and take responsibility for making decisions on issues, policies, and other Board matters.

If I don't fulfill these commitments to the organization, I will expect the Board President to call me and discuss my responsibilities with me.

In turn, PPHFH will be responsible to me in several ways:

- I will be given, without request, regular financial reports and an update of organizational activities that allow me to meet the "prudent person" section of the law.
- Opportunities will be offered to me to discuss with the Executive Director and the Board President the organization's programs, goals, activities, and status; additionally, I can request such opportunities.
- The organization will help me perform my duties by keeping me informed about issues in the industry and field in which we are working, and by offering me opportunities for professional development as a Board member.

- Board members and the Executive Director will respond in a straightforward fashion to questions I have that I feel are necessary to carry out my fiscal and legal responsibilities to this organization.
- PPHFH will provide Directors and Officers Insurance

If the organization does not fulfill its commitments to me, I can call on the Board President and Executive Director to discuss these responsibilities.

Signed:

\_\_\_\_\_ Date: \_\_\_\_\_  
Member, Board of Directors

\_\_\_\_\_ Date: \_\_\_\_\_  
President, Board of Directors