



At Eddy County CASA, we work to have a positive impact on the future of abused/neglected children and their families in the court system of Eddy County.

BOARD MEMBER ROLES AND RESPONSIBILITIES

As an Eddy County CASA board member, I commit to these duties and responsibilities as part of my service:

Protecting the mission

1. To help realize our mission by building a community that recruits and supports effective volunteer advocates as they represent the best interest of abused and neglected children in the court system.
2. To act with the care and loyalty required of board members and put the interests of the organization first.
3. To observe the organization's Conflicts of Interest policy in letter and spirit, taking care to disclose publicly any conflicts that arise in the course of my business or the organization's, and to recuse myself from decisions that create or appear to create a conflict of interest for me.

Participating actively

4. To be actively present at board meetings and have no more than 1 absence per year from Board Meetings. If I will be absent, I will email the Board Chair and Executive Director notifying them of my Proxy as soon as practical.
5. To read materials sent to me in advance of the board meetings, including the financial documents and the meeting minutes from the prior meeting.
6. To know that if I neglect my duties or if I act in bad faith, it may be possible for me to be held personally liable in suits brought by a private person, a business, a governmental entity, or even the organization itself.

Stewarding our resources

7. To be fiscally responsible, understanding our budget and being active in planning and monitoring that budget.
8. To invite and include diverse perspectives in our work and help build a diverse and inclusive team.
9. To raise money for Eddy County CASA and its work, in various ways that are best suited for my skills, ability, and relationships, including making a personally meaningful contribution of at least \$1,000 annually.
10. To build and protect the organization's reputation and public standing.

Every board member commits to carrying out the above agreements to the best of our ability, each in our own way, with knowledge, approval, and support of all.

In its turn, Eddy County CASA commits to supporting each board member in their duties in a number of ways including:

1. Financial reports will be reviewed at Board Meetings and will be provided as needed to allow me to review the Eddy County CASA's financial position.
2. Board Meeting minutes will be sent in a timely manner after each board meeting for me to review, prior to approving the meeting minutes at the next Board Meeting.
3. Board members will respond directly and to the best of their abilities to any questions I have that I feel are necessary to carry out my fiscal, legal, or ethical responsibilities to this organization.
4. Directors & Officers liability insurance will be provided.
5. Sharing updates and key communication to keep me informed and help me serve the mission.
6. Hosting an annual board strategy session.