



BOARD MEMBER EXPECTATIONS & AGREEMENT

Expectations

- a) **Set Direction and Measure Performance and Results:** UWYC makes decisions grounded in community priorities and effectively measures performance on impact, revenue, donors and community image to ensure those results are accomplished.
- b) **Deepen Relevance in Community:** Is visible in both words and deeds in the community, seeks to understand and be engaged in broader community issues, works to enhance UWYC's relevance, including advocating and/or influencing public policy as a critical function.
- c) **Grow Revenue and Donors:** Connects impact efforts and revenue generation in order to grow resources (financial, social) and advocates in order to achieve community results at scale. Makes calls and introductions on behalf of UWYC, opening his or her own networks for key financial asks and other supports. Assists with recruitment of Fundraising Volunteer Leaders and serves on committees/cabinets as appropriate.
- d) **Mission, Brand, Impact and Business Strategy:** Determines, articulates, and stewards the organization's mission, vision, brand, and core values (including commitment to Diversity, Equity, Inclusion), with which the community has entrusted the Board.
- e) **Governance and Fiscal Oversight:** Practices effective governance and fiscal oversight and fiscal integrity of the organization and ensures compliance with legal, regulatory reporting, and operating requirements.
- f) **Conduct business under Robert's Rules of Order.**
- g) **CEO Performance and Accountability:** The CEO leads the day-to-day activities of the organization; the Board monitors the CEO's performance and engages in the following responsibilities:
 - a) Hires and fires the CEO.
 - b) Supports the CEO and serves as a trusted advisor.
 - c) Evaluates the CEO's performance and reviews and approves CEO's compensation.

Number, Term of Office, and Election

- a) The Board shall consist of at least 11 and no more than 16 people broadly representative of Yellowstone County.
- b) Board members are elected for a three (3) year term, with the invitation to serve a second three-year term. Terms start on July 1 and conclude on June 30 in line with the fiscal year.



Agreement

As a Board member of the United Way of Yellowstone County (UWYC), I am fully committed and dedicated to carrying out the UWYC mission: to address the needs of Yellowstone County and to improve lives by connecting and collaborating for a thriving community.

I understand my duties include the following:

- I am fiscally responsible, with other Board members, for this organization. I will know what our budget is and take an active part in reviewing, approving, and monitoring the budget and the fundraising to meet it.
- I am responsible for knowing and overseeing the implementation of governance and financial management policies.
- I accept the bylaws, core values, code of ethics and the operating policies, standards, and principles for this organization.
- I shall, with other Directors, be responsible for the health and well-being of this organization.
- I will guide organizational leadership by providing feedback on the CEO's performance.
- I will actively promote UWYC as an organization ambassador and community representative, and will encourage and support the organization's staff.
- I will contribute to a constructive, collaborative, and positive board atmosphere.
- I will maintain confidentiality of deliberations at board and committee meetings.
- Annually, I will review UWYC Code of Ethics and Conflicts of Interest policies and participate in Diversity, Equity and Inclusion training.

I understand my commitment and expectations include the following:

- I have a clear background check.
- My term of service is three years. One additional consecutive term may be served.
- Attend monthly Board meetings either in person or remote, and be available for phone consultation. (Board meetings are scheduled for the 4th Thursday from 11:45am-1:30pm.) Board members that have more than 3 unexcused absences over a 12-month period may be considered for replacement.
- Serve on at least one committee and attend its meetings.
- Attend full day Strategic Planning Retreat in the Spring (approximately every 3 years). Scheduled for 2027, 2030, 2033.
- Provide ad-hoc support which may include legal, business, fundraising, financial, political, advocacy, management, marketing, and human resources.
- Recruit new board members and donors.
- GIVE: Give a personal, meaningful annual gift to UWYC. Ask others to give a gift to UWYC. Be actively involved in Workplace Campaign. Support Workplace Campaign efforts. As a board member and believer in the United Way, one should set an example to follow. Funders expect 100% of board members to contribute.
- ADVOCATE & SHARE: Rally and support strategic plan initiatives.
- VOLUNTEER: Participate in Day of Action, collective drives, and other programs as requested.
- If and when I am not able to meet my obligations as a Board member, I will offer my resignation.



Affirmation of Board Service

I have read, understood, and agree to the duties and responsibilities as outlined. I will make United Way of Yellowstone County one of my primary volunteer commitments, and understand the time, financial support, and leadership responsibilities of my involvement.

I confirm that I have reviewed the UWYC Code of Ethics and Conflicts of Interest policies. The standard behavior at the United Way of Yellowstone County is that all staff, volunteers and board members scrupulously avoid conflicts of interest between the interests of United Way of Yellowstone County on one hand and personal, professional and business interests on the other. This includes avoiding potential and actual conflicts of interest, as well as perceptions of conflicts of interest.

In the course of meetings or activities, I will disclose any interest in a transaction or decision where I (including my business or other nonprofit affiliations), my family and/or my significant other, employer, or close associates will receive a benefit or gain. After disclosure, I understand that I will be permitted to participate in the discussion, but will not be permitted to vote on the question, and I have the option to leave the room for the vote if I so desire.

I understand that the purposes of this policy are to protect the integrity of the United Way of Yellowstone County's decision-making process, to enable our constituencies to have confidence in our integrity, and to protect the integrity and reputations of volunteers, staff and board members.

I understand that this policy is meant to supplement good judgment, and I will respect its spirit as well as its wording.

Printed Name

Signed

Date