



CENTRAL WISCONSIN CHILDREN'S MUSEUM

STATEMENT OF BOARD MEMBER RESPONSIBILITIES

I recognize the important responsibility I am undertaking in serving as a member of the Board of Directors of this organization, and hereby pledge to carry out in a trustworthy and diligent manner the following duties and obligations in my role as an individual board member:

- To understand and support the Museum's mission, vision, goals, services, policies, and programs. (I know that the Executive Director, Board President and other Directors are available to answer my questions regarding the Museum.)
- To understand and participate in the board's governing function, including making policy and controlling finances. Voting for the budget includes accepting the responsibility of raising the income and monitoring the expenditures.
- To prepare for and attend board meetings, including annual meeting. I understand that board members may be removed automatically if absent without notice from more than three consecutive board meetings. I will review and print agenda and supporting materials prior to board and committee meetings.
- To serve on at least one committee or task force, to actively participate and to offer to take on special assignments; to attend committee meetings regularly and to give notice when I am unable to attend; and to be an active participant in the work of those committees.
- To chair a committee or serve as an officer if needed at some point during my three year term.
- To assist in establishing long- and short-term goals, objectives and priorities for CWCM in meeting the needs of the community.
- To give an annual financial contribution from my personal or business resources and to respond appropriately when special campaigns are undertaken.
- To be or become, in some fashion, a fund-raiser and assist in fundraising activities on behalf of CWCM.
- To actively promote and represent the Museum in the community in a positive and supportive manner during my service as a board member and beyond.
- To suggest possible donors (individuals and businesses), nominees to the board, and other volunteers who can make significant contributions to the work of the board and the organization.
- To be aware of and abstain from any conflict of interest.
- To foster a positive working relationship with other Board Members and CWCM staff.

I understand and accept the responsibilities of a Director of the Central Wisconsin Children's Museum.

Signed: _____ Date: _____