



**AWBS**  
**Board of Directors Responsibility Form**

**The Role of the Board of Directors**

The Board of Directors is the governing body of All Well-Being Services (AWBS). The Board approves and monitors implementation of long-range plans, budgets and Agency policies. The Board is responsible for the governance and leadership of the organization and the effective use of Agency resources.

**Responsibilities of a Board Member**

Board meetings are usually on the third Wednesday of the month, from 9:00 A.M. to 11:00 A.M. In addition to reviewing material emailed to Board members prior to meetings and attending meetings, Board members are also expected to:

- I am aware of the estimated time commitment required of me as a Board member
- Participate fully in all Board decisions.
- Maintain an active awareness and involvement in AWBS' programs
- Attend an annual evaluation and planning retreat
- Assist AWBS in its fundraising activities with personal gifts and soliciting gifts from others
- Ensure that the Board meets its responsibility for the development of a financial base for the organization to include making a personal contribution
- Serve on at least one committee of the Board and participate actively in meetings and efforts of the committee, ensuring timely achievement of committee goals
- Support AWBS events through personal attendance and recruiting friends and colleagues for participation
- Serve as an advocate for AWBS and its programs in the community, representing the organization in accordance with Board policy
- Assist in identifying future Board members

As a member of the Board of Directors, I agree to these responsibilities.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date