



## AFP Golden Gate Responsibilities of Directors Board Member Responsibilities

<b>Adopted by the Board of Directors June 2013</b>		
<b>Appointment</b> Elected by the Membership	<b>Reports to</b> Full Board	<b>Term</b> One year renewable annually for a maximum of eight years of board service

### **Duties and Responsibilities:**

Board Members are responsible for the effectiveness and well-being of the AFP Golden Gate. They must be members of AFP, serve as fiduciary agents with all due diligence and assure the fulfillment of the Chapter's mission and goals. Directors are elected annually by Chapter members who look to them as leaders of the profession and of the Bay Area fundraising community. As such, Directors must be prepared to contribute their work, wisdom and wealth as well as practical expertise to the Chapter and its membership.

- The expectation is for all board members to participate, in person, at all board meetings, unless excused by the president. Currently we have five annual Board meetings and a Board retreat, Time commitment: 2 hours per Board meeting, 4 hours for retreat – approximately 14 hours per year.
- Chair or be chair-elect of one of the Chapter's committees or sub-committees. Standing Committees include: Programs, Membership, National Philanthropy Day, Resources, Committee on Directorship/Nominating, Marketing/Communications and others as identified by the President. Convene the committee or sub-committee at least every other month, attend Committee meetings and perform tasks between meetings. Time commitment: 1-2 hours per month– approximately 20 hours per year.
- Be visible at chapter events such as National Philanthropy Day and at least three regularly scheduled educational programs. Time commitment: 6 hours per year.
- Assist with sponsorships for National Philanthropy Day to solicit/support attendance – even if you are not a member of the event committee. Time commitment: approximately 3 hours per year.
- Make personally meaningful contributions to both the Chapter's Annual Fund (and any other board approved fundraising appeal) and to AFPI's Be the Cause Campaign. 100% participation from board members in each campaign is required. Average Chapter gift in 2019: \$250; Be the Cause: \$100.

Questions? Contact:

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