



# Annual Board Member Memorandum of Understanding

- I will communicate the organization's work and values to the community and represent the organization when requested.
- I will attend at least 80 percent of board meetings.
- I will be a member of at least one committee and attend at least 80 percent of its meetings.
- I will make my best effort to attend special events.
- I will give a financial contribution to the organization and make Soap Donation Center, Inc. a priority in my philanthropy.
- I will actively participate in fundraising activities.
- I will act in the best interests of the organization and excuse myself from discussions and votes where I have a conflict of interest.
- I will stay informed about what's going on in the organization. I will ask questions and request information. I will participate in and take responsibility for making decisions on issues, policies, and other board matters.
- I will work in good faith with staff and other board members as partners toward the achievement of our goals.
- I will regularly review the financial position of the nonprofit and remain engaged when it is time to annually adopt a budget.
- If I don't fulfill these commitments to the organization, I will expect the board president or president-elect to call me and discuss my responsibilities with me.

Fiscal Year:

Date:

Signature:

Printed Name:



Complete and return to Soap Donation Center, 7301 Mount Vernon St Rm 2, Lemon Grove, CA 91945-3122