



Touching hearts. Saving lives.
the
Heart2Heart
foundation



2022 Board Member Agreement

As a member of the Board of Directors of The Heart2Heart Foundation, I have a legal and ethical responsibility to ensure that the organization does the best work possible in pursuit of its goals. I support the purpose and mission of the organization and pledge my commitment to assist in carrying out its work. As a board member, I will consistently act responsibly and prudently.

I understand my duties to include:

1. Legal, fiscal and moral responsibility, along with my fellow board members, for the well-being of this organization.

As such, it is my responsibility to:

- a) Be familiar with our budget and take an active part in the budget planning process.
- b) Know and approve all policies and programs and oversee their implementation.
- c) Take responsibility for making decisions on organization issues and board matters.
- d) Represent the organization's work and values to the community.
- e) Keep up to date on the business of the organization.
- f) Excuse myself from discussions, decisions, and votes where I may have a perceived conflict of interest.

2. Attendance at a minimum of two (2) quarterly Board of Director meetings (via Zoom or telephone) and the Board Planning Retreat (via Zoom or in-person) each calendar year. Attendance at the Annual Board Meeting is required.

3. Additionally, I will serve on the following board committee(s), select at least 1 committee below. I understand that committees will meet a minimum of two (2) times a calendar year, either in person or via teleconferencing.

- Governance
- Signature Programs
- Special Events
- Marketing & Fund Development

4. An annual personal financial contribution to the organization. This may be given as a one-time donation or by installments during the year. An invoice and monthly reminders are available upon request.
5. Volunteer service at Special Events and annual Back2School Block Party. Volunteer participation in additional program activities is appreciated, as my schedule permits.
6. Working in good faith with my fellow board members and staff toward the achievement of the organization's goals.

**PO Box 2991
Rock Hill, SC 29732
PHONE | 803.524.5671**

**ONLINE | TheHeart2HeartFoundation.org
EIN # 46-1239466 | Donations tax-deductible as allowed by law.**

2022 Board Member Agreement - cont'd

As a board member, I understand that the organization will be responsible to me in the following ways:

1. I will be sent, without request, quarterly financial reports and an update of organizational activities that allow me to meet the "prudent person" standards of the law. Further, I expect that I will have information about programs and policies, goals, and objectives as appropriate.
 2. Opportunities will be provided to discuss with the President the organization's programs, goals, activities and status.
 3. It is expected that board members and the President will respond in a straightforward fashion to questions that I feel are necessary to carry out my fiscal, legal and moral responsibilities to the organization.
 4. Board members and the President will work in good faith with me towards achievement of our goals.
 5. If the organization does not fulfill its commitments to me, I may call upon the President and Vice-President to discuss the organization's responsibilities to me.
 6. The organization will carry directors' and officers' liability insurance.
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2022 ANNUAL CONTRIBUTION PLEDGE

Amount pledged: \$ _____

One-time gift Installments – due in full before the end of the calendar year.

Donation enclosed Please provide an invoice or monthly reminder.

In signing this document, I am eager to advance the mission of The Heart2Heart Foundation and will live up to the above commitments to the best of my abilities.

Name (please print):

Signed: _____ Date: _____

Accepted by: _____ Date: _____

Sheila J. Caldwell, President