ORANGE COUNTY women's chorus

Eliza Rubenstein ARTISTIC DIRECTOR
23802 Avenida de la Carlota, Laguna Hills, CA 92653
ocwomenschorus.org

BOARD MEMBER AGREEMENT

As a member of the Board of Directors of the Orange County Women's Chorus (OCWC), I agree to support the mission of the organization. I understand that my duties and responsibilities include the following:

I am legally responsible, along with other board members, for this organization. I am responsible to know and approve all policies, participate in strategic planning and be familiar with all programs and services. Along with the other board members and in partnership with the artistic director, I oversee the implementation of policies and programs of the OCWC.

I am fiscally responsible, with other board members, for this organization. It is my duty to be active in monitoring the OCWC's income and expense, in planning the budget and in fundraising to meet the budget.

I am morally responsible for the health and well-being of this organization. As a member of the board, I pledge to carry out my duties to OCWC with the highest degree of ethics.

I agree to attend full Board meetings and committee or task force meetings. I agree to serve on and actively participate in at least one committee or task force of the Board. I understand that I am required to attend at least three-quarters of the total meetings per year to remain in good standing as a Board member.

I will give an annual donation that is personally significant and makes me feel proud, and that is at least as much as an annual singer contribution ($_____ in 2026 – 2027).

I will make an additional donation of $_____ to the annual i♥OCWC fundraising campaign in 2027.

I will excuse myself from discussions and votes where I have a conflict of interest.

I agree to respect, listen to and treat courteously all people involved with OCWC.

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 matters. I will not stay silent if I have questions or concerns.

I will make a good faith effort to do my best to support the fundraising goals of the OCWC. I agree to participate in fundraising activities as follows:

- I will share names of prospective donors for fundraising activities; I will attend and actively participate in programs of OCWC; I will talk about the work and the achievements of OCWC with colleagues and friends.
- I will participate in the following as often as I can: identify and establish contacts with potential corporate and foundation donors; identify sources of in-kind contributions; send letters/requests/personal notes on fundraising appeals to friends; ask friends, family, and business associates to make gifts to the OCWC; help plan, organize, and participate in fundraising events.
- I will thank donors, especially those known personally to me.

If I don't fulfill these commitments to the organization, I will expect the board chair to call me and discuss my responsibilities with me.

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In turn, the OCWC is responsible to me in the following ways:

I will be sent, without having to request them, quarterly financial reports and an update of organizational activities that allow me to meet the "prudent person" standards of the law. (The "prudent person rule," applied in many legal settings in slightly differing language, states that an individual must act with the same judgment and care as, in like circumstances, a prudent person would act.) I will be provided with board meeting agendas and meeting materials in advance of each board meeting.

I may call on the artistic director and the board chair to discuss the programs, policies, goals and objectives of the organization.

The organization will help me perform my duties by keeping me informed about issues in the nonprofit sector, in the performing arts, and in choral music and by offering me opportunities for professional development as a board member.

I will be provided with straightforward, thorough and timely responses to any questions I have during the course of carrying out my fiscal, legal, or moral responsibilities to this organization. Board members and staff will work in good faith with me toward achievement of our goals.

If the organization does not fulfill its commitments to me, I can call on the board chair to discuss the organization's responsibilities to me.

Signed:

_____	_____	_____
Board member name (Print)	Board member signature	Date

Signed:

_____	_____	_____
Board Chair name (print)	Board Chair signature	Date