

Bayview Opera House, Inc.  
Board Member Contract  
May 2008

I, \_\_\_\_\_ understand and agree that as a member of the Board of Directors of the Bayview Opera House, Inc., I have a legal and moral responsibility to ensure that the organization does the best work possible in pursuit of its goals as set forth in its mission statement:

**To serve as the focal point for Art and Culture in the Bayview Hunters Point Community by providing accessible, diverse, and high – quality arts education, cultural programs and community events in a safe environment.**

I believe in the purpose and the mission of the organization, and I will act responsibly and prudently as its steward.

As part of my responsibilities as a board member:

1. I will interpret the organization's work and values to the community, represent the organization, and act as a spokesperson in support of the organization when appropriate.
2. I will attend at least 75% of board meetings, committee meetings, and special events.
3. I will make a personal financial contribution at a level that is meaningful to me.
4. I will actively participate in one or more fundraising activities.
5. I will act in the best interests of the organization, and excuse myself from discussions and votes where I have a conflict of interest.
6. 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.

7. I will work in good faith with staff and other board members as partners towards achievement of our goals.

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

In turn, the organization will be responsible to me in several 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" section of the law.

2. Opportunities will be offered to me to discuss with the executive director and the board president the organization's programs, goals, activities, and status; additionally, I can request such opportunities.

3. The organization will help me perform my duties by keeping me informed about issues in the industry and field in which we are working, and by offering me opportunities for professional development as a board member.

4. Board members and staff will respond in a straightforward fashion to questions I have that I feel are necessary to carry out my fiscal, legal and moral responsibilities to this organization. Board members and staff will work in good faith with me towards achievement of our goals.

5. If the organization does not fulfill its commitments to me, I can call on the board president and executive director to discuss these responsibilities.

Signed:

\_\_\_\_\_ Date:  
\_\_\_\_\_ Member, Board of Directors

\_\_\_\_\_ Date:  
\_\_\_\_\_ President, Board of Directors