



ILLINOIS

Board Time and Fiscal commitment Policy

Approved July 21, 2010

Introduction:

One of the important functions of Board members is fundraising and other activities to support priority needs of the Chapter. Fundraising may take many forms, including: direct sponsorships; helping secure funding or otherwise opening doors from corporate, governmental, and charitable sources; seeking third-party sponsors; recruiting important new members; in-kind support, etc.

Additionally, other activities may include volunteering on committees, branches, or providing direct services to the Chapter. By engaging in these other activities, it is the thought that they will increase understanding as to how the organization functions and aid in decision making regarding matters of policy.

Commitment:

- I. Volunteer Hour Commitment (all hours noted are minimums):
 - a. Board Meeting Attendance
 - i. 3 of the 4 regularly scheduled face-to-face board meetings (6 hours/yr)
 - ii. 5 of the 7 monthly conference calls (7.5 hours/yr)
 - b. Strategic Planning Sessions
 - i. At least one if scheduled for the year (4 hours – half day, usually a Saturday/yr)
 - c. Involvement with a committee of choice unless board member is a regional director, community director, or an officer. (12 hours/yr)
 - d. Regional directors are to attend at least one branch steering committee meeting per quarter either in person or by conference call for each branch within their region. (hours vary - max may be 12 hours/yr)
 - e. Community directors will be providing direct assistance to the staff and board (12 hours/yr)

- II. Financial Commitment (*per annum*):

All activities listed below may be used to create equivalency to buying at least two tables to the Chapter's yearly fundraiser, the Emerald Gala. Any combination thereof, as long as the results are equivalent, will be accredited to

the director. *(Based on this year's Gala ticket price the dollar equivalency amount would be approximately \$5,000)*

- a. Sell at least two tables to the Chapter's yearly fundraiser, the Emerald Gala
- b. Provide a direct sponsorship
- c. Provide silent auction items
- d. Write successful grants
- e. Pursue donors directly for financial donation or sponsorship under the guidance of the Development Committee
- f. Pursue donors directly for the donations of goods and/or services (e.g. venue, catering, silent auction items, etc.) under the guidance of the Development Committee.
- g. Increase membership

III. Process:

A Board portfolio document will be kept to track volunteer hours, activities (e.g. committee served), and financial commitment. Each year in December, the current board chair and vice-chair will meet individually with each director to review the director's portfolio. Policy to commence with the 2011 board in January of 2011.

IV. Exceptions:

If a board member is appointed to fill a vacancy and the position is less than one year in duration, then the financial commitment will be prorated accordingly.

Basis:

Board Approval of 10-07-GV-02 (Governance) on July 21, 2010