

Heartland Sings
Board Member Agreement
Fiscal Year 2023-24

As a member of the Heartland Sings Board of Directors, I agree to support the mission of the organization. I understand that my duties and responsibilities include the following:

1. I assume my fiduciary responsibility for this organization and agree to know and approve all policies, participate in strategic planning and be familiar with all programs and services.
2. I agree to be fiscally responsible (but in no way legally liable) for the operation of this organization and, to that end, agree to be active in monitoring Heartland Sings' finances, in planning a fiscally responsible budget and in fundraising to meet the budget.
3. I agree to hold in confidence all company information, including in particular any information regarding operational strategies and methodologies upon which the viability of the company is based, and I further agree not to disclose confidential company information so long as the company designates such information as confidential and vital to the company.
4. I agree to disclose any conflicts of interest (potential or actual) that exist between Heartland Sings and any other organization or company in which I have a material interest.
5. I will make a good faith effort to support the fundraising goals. I agree to participate in fundraising activities as follows:
 - a. I shall make an annual contribution that is personally significant;
 - b. I shall share names of prospective corporate donors and foundations;
 - c. I shall purchase tickets to all season concerts and attend as many as possible;
 - d. I shall talk about the work and the achievements of Heartland Sings with colleagues and friends;
 - e. I shall participate in the following:
 - i. Help to identify and establish contacts with potential corporate and foundation donors;
 - ii. Help to identify sources of in-kind contributions;
 - iii. Send letters/requests/personal notes on fundraising appeals to friends;
 - iv. Ask friends, family, business associates to make gifts to Heartland Sings;
 - v. Help plan, organize and participate in fundraising events.
6. I agree to serve on and actively participate in at least one committee or task force of the Board.
7. As written in the Bylaws, 4.4.5.1, Directors are expected to attend all meetings. Any Director who has unexcused absences from three (3) regular Board meetings in one (1) fiscal year shall be subject to removal from office by the action of a majority of the remaining members of the Board of Directors.

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

1. Heartland Sings Staff will provide the board meeting agendas and other meeting materials one week in advance, including a quarterly financial report with monthly updates.
2. Heartland Sings Staff and other Board Members will provide straightforward, thorough and timely responses to any questions I have during the course of carrying out my responsibilities to this organization.

Print Name

Signature

Date