

The Virginia Business and Professional Women's FoundationSM
Board of Trustees
Acceptance Agreement

I consider it an honor and an opportunity to serve the Virginia Business and Professional Women's FoundationSM and to make a positive impact on the Foundation's future. I hereby personally pledge to carry out in a trustworthy and diligent manner all the duties and obligations inherent in my role as Trustee. I accept election as a Trustee of the Foundation for a term of ____ years, beginning _____, and continuing through _____.

As a Trustee, I expect to:

1. Faithfully and consistently attend and participate in Board and committee meetings, other Board functions, and as many Foundation events as possible.
2. Prepare for meetings by reading the agenda and supporting material.
3. Participate in committee and Board work by:
 - a. being a good listener and bringing a sense of humor to Board deliberations;
 - b. sharing my experiences and skills;
 - c. asking timely and substantive questions, without hesitation, based on my concerns, convictions, and conscience;
 - d. asking for data and information that helps the Board to address long-term strategies that shape the future of the Foundation;
 - e. having the determination to express what I believe is best for the Foundation long term;
 - f. using our limited meeting time wisely to reach the best possible decisions; and
 - g. supporting the majority decision reached by the Board.
4. Serve the Foundation as a whole, rather than representing the interests of any constituency.
5. Contribute financially to the Foundation to the very best of my ability.
6. Help to open doors on behalf of the Foundation to secure the financial, human, and other resources necessary for the Foundation to accomplish its mission successfully.
7. Take advantage of opportunities to be a goodwill ambassador for the Foundation to the various groups with whom I have influence.
8. Speak on behalf of the Board only when authorized to do so by the Board, otherwise leaving such duties to the Board Chair.
9. Consider leadership positions and other special assignments when asked.
10. Avoid situations that could cause even the appearance of a conflict of interest, beyond those known to exist at the time of election to the Board. Further, I will make full and timely disclosure of potentially problematic relationships, especially those that involve direct or indirect receipt of Foundation funds.
11. Maintain confidentiality of the meetings of the Board.
12. Recognize that it is the Board as a body that approves Foundation policies and monitors their implementation.
13. Keep informed about the Foundation and trends and issues that can affect its future.

14. Avoid judgments on the basis of information received from individuals or groups with real or perceived grievances and refer substantive information to the Board Chair.

Because my commitment of financial resources and time to this Trusteeship is vital to the future of the Foundation, my activities on behalf of the Foundation will be at all times in accordance with the highest standards of ethical and professional behavior.

Signature

Date