**Continuum of Care Board**

**and Committee Member**

**Commitment Form**

As a Board or Committee member of the Continuum of Care, I will:

* Personally attend a minimum of 50 percent of board meetings.
* As a Board member, send a designee in my place if I cannot attend a Board meeting. I understand that Committees do not allow proxies.
* Review the agenda and supporting materials prior to Board and Committee meetings.
* Serve on Committees and take on special assignments as needed.
* Remain informed about the Continuum of Care’s mission, services, and policies and promote the Continuum of Care, as agreed annually by the Board.
* Suggest nominees and participate in Board recruitment.

I will act in concert with the following principles:

As an Board member or Committee member, I understand that I have duties of care, loyalty, and obedience to the Continuum of Care.

* The duty of care is the duty to pay attention to the Continuum of Care - to monitor its activities and see that its mission is being accomplished.
* The duty of loyalty is the duty to avoid conflicts of interest, and
* The duty of obedience is to carry out the purposes of the organization and to comply with the law.

I commit that I will uphold these duties and that I shall do my utmost to ensure that the Continuum of Care performs its mission and achieves its goals.

As a CoC Board or Committee member, I agree to:

* Act with honesty and integrity;
* Work through collective impact to end homelessness by partnering with organizations from different sectors, using a common agenda, aligning our efforts, and implementing common measures of success.
* Support in a positive manner all actions taken by the Continuum of Care Board, even when I am in a minority position on such actions. I recognize that decisions of the Board can be made only by a majority vote at an CoC Board meeting and respect the majority decisions of the CoC Board, while retaining the right to seek changes through ethical and constructive channels;
* As a CoC Board member, I will participate in the annual strategic planning retreat, Board self-evaluation programs, and Board development workshops, seminars, and other educational events that enhance my skills as a CoC Board member;
* Keep confidential information confidential;
* As a CoC Board member, exercise my authority only when acting in a meeting with the full CoC Board or as I am delegated by the CoC Board;
* Work with and respect the opinions of my peers who serve this CoC Board or Committee, and leave my personal prejudices out of all CoC Board and Committee discussions.
* Always act for the good of the Continuum of Care and represent the interests of all people served by the Continuum of Care;
* Represent the Continuum of Care and the RTFH in a positive and supportive manner at all times;
* Observe the parliamentary procedures and display courteous conduct in all CoC Board and Committee meetings;
* Refrain from intruding on administrative issues that are the responsibility of RTFH;
* Avoid acting in a way that represents a conflict of interest between my position as an CoC Board or Committee member and my personal or professional life, even if those actions appear to provide a benefit for the Continuum of Care. This includes using my position for the advantage of my friends and business associates. If such a conflict does arise I will declare that conflict before the CoC Board and refrain from voting on matters in which I have conflict; and
* Abide by these Board and Committee operating procedures.

Printed Name

Signature

Date