

Appendix 4: Commitment to Serve

If elected to the APA California Board of Directors, I understand my commitment to carry out the following responsibilities:

- Attend all board and committee meetings and functions, such as special events
- Be informed about the Chapter's mission, services, policies, and programs
- Review agenda and supporting materials prior to board and committee meetings
- Serve on committees or task forces and offer to take on special assignments
- Inform others about APA and APA California
- Suggest possible nominees to the board who can make significant contributions to the work of the board and the Chapter
- Keep up-to-date on developments in the planning field
- Follow conflict of interest and confidentiality policies
- Refrain from making special requests of the staff
- Assist the board in carrying out its fiduciary responsibilities, such as reviewing the organization's financial statements

Under well-established principles of non-profit corporation law, a board member must meet certain standards of conduct and attention in carrying out his or her responsibilities to the organization. Several states have statutes adopting some variation of these duties, which would be used in court to determine whether a board member acted improperly. These standards are usually described as the duty of care, the duty of loyalty and the duty of obedience.

Duty of Care - The duty of care describes the level of competence that is expected of a board member and is commonly expressed as "the duty of care that an ordinarily prudent person would exercise in a like position and under similar circumstances." This means that a board member owes the duty to exercise reasonable care when he or she makes a decision as a steward of the organization.

Duty of Loyalty - The duty of loyalty is a standard of faithfulness; a board member must give undivided allegiance when making decisions affecting the organization. This means the at a board member can never use information obtained as a member for personal gain but must act in the best interests of the organization.

Duty of Obedience - The duty of obedience requires board members to be faithful to the organization's mission. They are not permitted to act in a way that is inconsistent with the central goals of the organization. A basis for this rule lies in the public's trust that the organization will manage donated funds to fulfill the organization's mission.

I understand the responsibilities described in this Commitment to Serve.

Name:

Signature:

Date: