**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 my proxy 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.
* Be a member of the CoC and attend CoC monthly general membership meetings when possible
* 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 a 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 organization's purposes and 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 the CoC Board delegates me;
* Work with and respect the opinions of my peers who serve this CoC Board or Committee and keep 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 a CoC Board or Committee member and my personal or professional life, even if those actions appear to benefit the Continuum of Care. This includes using my position to 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