

The Board of Directors of LBSI is responsible for the fiscal health and governance of the organization, i.e., achieving budgets, adherence to by-laws, program integrity, and expansion of services/programs. A most critical component of Board governance is meeting the financial goals of the organization.

We believe that in order to be successful ambassadors and supporters of this organization we must "Lead by Example." The following statements reflect our individual and collective philosophy about Board members' responsibilities and obligations.

As a Board member of the Laguna Beach Seniors, Inc., I understand that my duties and responsibilities include the following:

1. I am responsible, along with the other members of the Board, for this organization's financial security. I am expected to know and approve all policies and programs and to oversee the implementation of these policies and programs.
2. It is my duty to have intimate knowledge of the organization's budget and to take an active role in planning and raising the funds needed for the operation of our organization.
3. I agree that as a Board member, I am responsible for serving as an effective advocate for this organization. Board members can provide powerful support in the community by becoming advocates on behalf of Laguna Beach Seniors, Inc. and The Susi Q Center, increasing our overall community awareness. This includes representing our organization at civic/corporate events, networking in organizations, and finding new funding sources.
4. I agree to the following financial obligations to support the operations of the organization:*
5. Pay annual Board dues of \$500 by the end of the first quarter, or by April 1 annually.
6. Become a member of the Cornerstone Club on an annual basis with a \$1000 contribution, payable in installments.
7. Each year, I will personally aspire to assume responsibility to help keep the agency in fiscal health by "giving and getting" at least an additional \$1500. Members can meet this contribution in a variety of ways:
 - a. Solicit corporate sponsorships for programs/services
 - b. Solicit fundraising opportunities through other organizations/corporations, i.e., employee contributions, special events, etc.
 - c. Buy (or fill) seats at the Legacy Ball.
 - d. Buy (or fill) seats, or sell individual tickets, for the Holiday Luncheon in December.
 - e. Solicit corporations/individuals to underwrite portions of our fundraising events or buy tables, with tax deductible portion counting towards goal.
 - f. Buy or sell Pageant of the Masters tickets and/or tickets for other community events whose outcome is a contribution to LBSI.
 - g. Other opportunities as available to "Fund a Need."

Note: Donations and contributions in excess of \$3,000 per year do not carry over to subsequent years.

*The Board President and the Executive Director have, in strict confidence, the discretion to excuse the financial obligations of any Board member based on his or her request, due to personal circumstances that create a financial hardship.
8. I agree to attend, to the best of my ability, scheduled Board meetings, and with no more than three unexcused absences in any one year.
9. I agree to attend the annual retreat and any budget, fund development and/or planning sessions as may be appropriate.
10. I agree to track my volunteer hours on a monthly basis.

11. I agree to serve on the following committees(s): _____

12. Members of the LBSI Board of Directors are committed to observing and promoting the highest standards of ethical conduct in the performance of their responsibilities on the Board. Board members pledge to accept this code of conduct as a minimum guideline for ethical conduct:

Accountability

- a. Faithfully abide by the Articles of Incorporation, by-laws and policies of LBSI.
- b. Exercise reasonable care, good faith and due diligence in organizational affairs.
- c. Fully disclose, at the earliest opportunity, information that may result in a perceived or actual conflict of interest.
- d. Fully disclose, at the earliest opportunity, information or fact that would have significance in Board decision-making.
- e. Remain accountable for prudent fiscal management to the organization, Board members, and nonprofit sector, and where applicable to government funding bodies.

Professional Excellence

- f. Maintain a professional level of courtesy, respect, and objectivity in all LBSI activities.
- g. Strive to uphold those practices and assist other LBSI Board members in upholding the highest standards of conduct.

Personal Gain

- h. Exercise the powers invested for the good of all members of the organization rather than for his/her personal benefit, or that of the organization/corporation they represent.

Equal Opportunity

- i. Ensure the right of all Board members to participate without discrimination on the basis of geography, political, religious, or social-economical characteristics of the state or region represented.
- j. Ensure the right of all Board members, staff and volunteers to participate without discrimination on the basis of gender, sexual orientation, national origin, race, religion, age, political affiliation or disability, in accordance with all applicable legal and regulatory requirements.

Confidential Information

- k. Respect the confidentiality of sensitive information known due to Board service.

Collaboration and Cooperation

- l. Respect the diversity of opinions as expressed or acted upon by the LBSI Board, committees and membership, and formally register dissent as appropriate. Participate in meetings based on the guidelines contained within "Robert's Rules of Order."
- m. Promote collaboration, cooperation, and partnership among Board members.

I understand that each Board member is making a statement of faith to his/her fellow Board members. We trust each other to carry out the above agreements to the best of our ability, each in our own way. I understand my responsibility to honor the above commitment to the Laguna Beach Seniors, Inc., and that my position as a Board member is based on my successfully carrying out these duties. I find all of the above reasonable for the operation of the Board of Directors and acceptable to me as a Board Member of Laguna Beach Seniors, Inc.

Print Name

Date

Signature