

**CONTRACT**

**ROLES AND RESPONSIBILITIES FOR BOARD MEMBERS OF THE  
VICTORY NEIGHBORHOOD ASSOCIATION**

**1. I will support the mission of ViNA and oversee the organization's stated purpose, goals and objectives**

**2. I will regularly attend board meetings:**

Board members are expected to attend all monthly meetings. If unable to attend, please give advance notice of your absence. The seat of any board member who is absent from three (3) consecutive regular Board of Directors meetings, or is absent from six (6) regular Board or general membership meetings within the twelve-month annual year, October 1 to September 30, shall automatically become vacant.

**3. I will serve on committees:**

Board members are required by the bylaws to serve on at least one operating committee.

I agree to serve on the \_\_\_\_\_ committee.

**4. I will facilitate board unity and help coordinate communication:**

Board members are expected to abide by the decision of the board, even if in disagreement with the final resolution.

**5. I will be responsible for the financial health of ViNA:**

Each board member is responsible for assisting in raising and managing the organization's funds

**6. I will participate in outreach:**

Board members are encouraged to draw new members and volunteers into the organization to increase the organizational capacity and community involvement.

**7. I will prepare for meetings so that meeting time can be used more efficiently:**

Board members should read materials provided to them prior to the meetings. (Staff will make every effort to distribute the meeting materials by the Friday before the meeting.)

**8. I will give, what is for me, a significant contribution to ViNA by:**

Attending neighborhood events, supporting neighborhood activities and efforts and working together to build a strong sense of community within the Victory Neighborhood.

**9. I will disclose my affiliations with other organizations, businesses or agencies and abstain from discussing or voting on any issue in which there is a perceived conflict of interest.**

Other organizations, businesses or agencies with which I am affiliated are:

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As an elected board member of the Victory Neighborhood Association, I agree by my signature to these expectations as outlined above.

Signed \_\_\_\_\_ Date \_\_\_\_\_