



Board of Directors Nominee Questionnaire

*You are among those submitted for nomination to serve for a three-year term as a board member on the Leander Chamber of Commerce board of directors. **The board is a diverse group of business leaders responsible for setting policy, annual goals, providing committee leadership, and ensuring adequate funding for the chamber.** Primary responsibilities include participating in the monthly board meetings held on the second Thursday of each month at 11:30 a.m.*

Our Chamber is only as strong as its leadership. As a recognized leader in the business community, we appreciate your willingness to serve. Please take the time to fill out this questionnaire for consideration by our nominating committee by Thurs, Sept.26, 2019. All applicants will have an in person interview with the nominating committee (5-6 people) in Oct. More info. to follow.

Name: _____

Company: _____

Phone: _____

E-mail: _____

Years of membership with Leander Chamber: _____

Years of volunteer service with Leander Chamber: _____

Have you participated in Leadership Leander: _____ YES _____ NO

If no, if selected will you participate in Leander Leadership 2020: _____ YES _____ NO

1. Why do you want to serve on the Chamber board? _____

2. What skills or expertise can you bring to the board? _____

3. What, if anything, do you hope to gain from board service? _____

4. Our board is the financial arm of the Chamber. As such ALL Board members are required to contribute financial support to the Chamber in the form of sponsorship or fundraising.

Are you willing to commit to:

_____ My business will sponsor a minimum of \$2,000.00.

_____ OR I will help solicit sponsorship at a minimum level of \$2,000.00.

5. As a 3 year board member are you willing to work to recruit new members and assist in retaining existing members?

_____ YES

_____ NO

A. Are you willing to commit to recruit at least 3 new members, and/or to make a personal visit at least three current members in each year during your 3 year term?

_____ YES

_____ NO

6. What community issues are you most interested in? _____

7. What community organizations are you involved with? Please list dates of service.

8. Board members are expected to serve on or chair a committee. In which area can you contribute your expertise or work?

I am able and willing to:

- A. **Commit** to attend a 1-hour board orientation in the Chamber Board Room.
- B. **Commit** to attending a minimum of 10 board meeting per year. Failure to meet this criteria will result in automatic dismissal unless otherwise approved by the BOD.
- C. **Commit** to attending 1 Chamber event per month.
- D. **Commit** to attend the annual Board Planning Retreat in Jan. and the mid-year retreat in June or July. The mid-year retreat will require an overnight stay at your expense.
- E. **Commit** to attend the annual gala (last Sat. in Sept.) with a minimum contribution of \$500 in either ticket sales, sponsorship, or securing of silent auction items.
- F. **Commit** to supporting the Chamber by soliciting or sponsoring a minimum of \$2,000 for each year I serve on the board.

X

Signature

BOARD SERVICE COMMITMENT PLEDGE & CODE OF CONDUCT

- Must be signed to be considered.

I, _____, recognizing the important responsibility I am undertaking in serving as a member of the Leander Chamber of Commerce Board of Directors, pledge to carry out in a trustworthy and diligent manner the duties and obligations in my role as a board member.

My role:

I acknowledge that my primary roles as a board member are (1) to contribute to defining the organization's mission and governing the fulfillment of that mission, and (2) to carry out the functions of the office of Board Member and/or Officer as stated in the bylaws.

My role as a board member will focus on the development of policies that govern the implementation of institutional plans and purposes. This role is separate and distinct from the role of the President & CEO, who determines the means of implementation.

My commitment:

- I will exercise the duties and responsibilities of this office with integrity, collegiality, and care.

Pledge:

- To establish as a high priority my attendance at all board meetings.
- To be prepared to discuss the issues and business addressed at scheduled meetings, having read the agenda and all background material relevant to the topics at hand.
- To work with and respect the opinions of my peers who serve this board and to leave my personal prejudices out of all board discussions.
- To represent this organization in a positive and supportive manner at all times and in all places.
- To observe the parliamentary procedures and display courteous conduct in all board and committee meetings.
- To refrain from intruding on administrative issues that are the responsibility of management, except to monitor the results and prohibit methods that conflict with board policy.
- To avoid conflicts of interest between my position as a board member and my personal life. If such a conflict does arise and if I am a voting member, I will declare that conflict before the board and refrain from voting on matters in which I have a conflict.
- To support in a positive manner all actions taken by the Board of Directors even when I am in a minority position on such actions.

X

Signature

Code of Conduct:

Confidentiality

Board members and staff will have access to information that if revealed to outsiders, could be damaging or sensitive to other members or staff, harmful to the best interests of the organization, or even create legal liability. Information provided to the board and staff may concern personnel, financial, contractual, membership or legal matters. It will often be confidential and is intended for use in decision making and governance. Information shall be held in the strictest confidence and shall not be divulged to any outside party, including other members, without authorization of the board chair or organization president.

Conflicts of Interest

Board members and staff members owe a fiduciary duty to the organization. Thus, no board or staff member shall maintain any business enterprise or other activity that directly conflicts with the interests of the organization. Staff members shall not solicit members for any reason that is not directly related to official business.

Violations

Violation of the Code of Conduct may result in disciplinary action in accordance with the governing documents. Discipline may include removal of a board member from office or termination of a staff member.

If, for any reason, I find myself unable to carry out the above duties as best as I can, I agree to resign my position as a board member/officer.

Signature

Date

Deliver to Leander Chamber of Commerce & Visitors Center or email the completed form to president@leandercc.org. Thank you for your interest.