



**CommunityCare**  
NORTHUMBERLAND

## ***Board of Directors Agreement***

I, \_\_\_\_\_, understand as a member of Community Care Northumberland Board of Directors my responsibilities will include:

1. Attending (on time) and actively participating at scheduled Board, Committee and Member meetings. When I am not able to attend, I will make staff aware of this in a timely way and appoint a proxy as required for votes.
2. Preparing for all meetings by reading the package prior to meetings and contributing my opinions and asking questions as needed.
3. Attending and participating in orientation sessions and other sessions as may be required.
4. Participating, and leading, when necessary, on a standing or ad hoc committee of the Board and in special events when possible.
5. Understanding my legal responsibilities and financial accountability as a director by acquainting myself with policies and procedures of Community Care Northumberland, especially those relating to governance and the roles of the Board.
6. Evaluating annually both the performance of the Board and my contributions to the Board.
7. Reviewing/revising Board policies and procedures, committee structure and mandate and by-laws.
8. Participating in fundraising, when required, and promoting awareness of Community Care Northumberland by committing time and personal skills towards this effort.
9. Developing and participating in the implementation of a strategic plan for the organization and monitoring progress on an on-going basis.
10. Complying with confidentiality and conflict of interest policies as well as all other related Board policies.
11. Directing all communication through the Board president and the Chief Executive Officer.

I have read and agree with the description of the Board's responsibilities. I have also read and agree with the provisions in the Letters Patent, By-Laws and policies of Community Care Northumberland.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date