



Serving over girls who live within 30 counties
across Northern Idaho and Eastern Washington

*"Girl Scouts builds girls of courage, confidence, and character
who make the world a better place"*

Board Commitment

The Role of a Board Member

Girl Scouts Eastern Washington & Northern Idaho's Board of Directors develops the strategic plans and direction of the council, impacting over girls and adult volunteers in a 30 county area of Eastern Washington and North Idaho. The Board is accountable for all council activity and accomplishment and is expected to maintain the integrity of the organization's mission and values.

In addition, the Board of Directors is required to support GSEWNI financially.

Board Meeting Attendance

The Board has approximately six meetings a year including annual membership meeting. Board members are expected to attend a **minimum of four** of these functions annually either in person, by electronic means, or by telephone. Board meetings are typically held on a week night or a Saturday at the GSEWNI Program Center or at locations throughout the GSEWNI region; Board meetings range from 2 – 6 hours based on the meeting dates and agenda. If a Board member fails to attend the minimum number of required meetings, the Board of Directors will consider that he/she has tendered his/her resignation (unless the Board subsequently votes otherwise).

Committee/Task Group Work

Board members are required to serve on at least one long term committee. Committees meet weekly, monthly or quarterly depending on the goals and objectives of that committee. These include:

- Executive Committee – exercises the powers of the board in the interim between board meetings when electronic means are not adequate.
- Board Development Committee – cultivates, recruits, and prepares a single slate of candidates for officers, board members at large and board development committee

members to be presented at the annual meeting. Works in partnership with the Executive Committee, assists in orientation, development, and Board Evaluation.

- Finance Committee - assists the Board in discharging and performing the duties and responsibilities of the Board with respect to the financial affairs of the Council; assisting the Board in fulfilling its fiduciary responsibilities related to ensuring that accumulated assets and current income are managed properly, the Finance Committee shall:
 - Provide guidance to the Board for all policy decisions pertaining to financial plans and business investment for the Council; and
 - Bring expertise regarding appropriate financial benchmarks, trends, and changes.
- Fund Development committee - assumes primary responsibility for generating contributions to fund general operating and capital expenditures as defined by the annual budgets and projected by the Finance Committee.
- Board members are also expected to participate on task groups/committees which are formed with specific goals and meet for a limited time period. New task groups/committees may be established during the year to address an unanticipated issue. Examples include:
 - Events
 - Strategic planning/learning
 - Council charter assessment
 - Bylaws and policies

Financial Contributions - Required

Girl Scouts of the USA (GSUSA) Membership: \$15 national organization annual membership fee. Due at the time you become a Board member and again in September (current GSUSA membership is mandatory).

Travel and telephone expenses: Board members are responsible for all expenses incurred to attend GSEWNI functions including time, travel, lodging, meals, telephone and mileage. For tax filing purposes, the Council can provide forms for in-kind donations or unreimbursed expenses which meet the IRS Charitable Giving guidelines

Financial Contribution - Each Board member is expected to make a cash gift of personal significance to the organization ranging between \$500 and \$10,000 annually. It is expected that you will support all Girl Scout Events.

- **Operating Fund** - The Board is asked to make a contribution to the Operating Fund each year in September which may be pledged over the course of the organization's fiscal year (October 1-September 30).
- **Capital Gift** - During active capital campaign years, Board members will also be asked to contribute to this fund.

Fund Raising Requirement - Expected

- Attend Board organized events and activities. Such involvement usually involves purchasing a ticket or filling a table for an event or activity. When filling a table, some members choose to purchase a table and then fill it; others choose to ask their guests to purchase tickets. A minimum participation level is expected of \$250 annually above your operating and capital

gifts. Higher levels of participation are available, such as being a major sponsor and are optional.

- Community support. Many variations are available to accommodate Board member preferences and can include soliciting cash/pledge donations from community businesses, in-kind contributions, soliciting items for auctions, facilitating an introduction for the CEO/Chair to complete a request for financial support.

Delegate Meetings

Periodic meetings with GSEWNI delegates are an important part of the relationship between the Board and the operational volunteers and are usually held in the fall (if needed for governance input) and spring for the annual membership meeting. You will be expected to attend these meetings if at all possible. Your attendance at the Annual Meeting, historically held on a Saturday in the spring, is particularly important.

Communication

GSEWNI relies on electronic communication to accomplish our business. Your ability to access e-mail is a necessity and you are expected to check and respond to e-mails on a regular basis.

Many meetings are conducted via conference calls in order to make participation easier in our large geographic area.

Membership Events/Community Involvement

Participation in Girl Scout community and membership activities held throughout GSEWNI territory such as Cookie Rally, Bridging, and Silver/Gold Awards Ceremonies is highly recommended. Although Board members do not have direct contact with girls, supporting their efforts by attending events helps members understand GSEWNI's mission, challenges and goals.

In Addition

The Board of Directors can take action as a total body and may act only within the parameters prescribed by GSWENI's charter, articles of incorporation, Girl Scout constitution, by-laws and state and federal law. Individual Board members may not take action, make decisions or speak on behalf of the total board; and may not give direction to the chief executive officer.

Agreement

I have read and understand the commitments of participating on the Girl Scouts Eastern Washington & Northern Idaho Board. I understand I am required to sign a release for a criminal background check, which is to be updated every two years. I am fully committed to serving and see no reason why I cannot perform the duties outlined in this summary if selected to serve on the board.

Signature

Date

Print Name

Please keep a copy of the Board Commitment summary and return the original to:

**Lori Massey, Executive Assistant & Board Liaison
Girl Scouts of Eastern Washington & Northern Idaho
1404 N. Ash St.
Spokane, WA 99201
509-747-8091 x. 219**