



2016-2017 Board of Directors Expectations & Commitment Form

The board of directors of Main Street Enid is legally and ethically responsible for all activities of the agency.

I understand my responsibilities as a Board Member are to:

- **Advocate** for the organization, educate the community, promote our mission
- Attend at least 75% of scheduled Board Meetings - *3rd Wednesdays*
- Determine how the organization carries out its mission through long and short range planning
- Adopt an annual budget and provide fiscal oversight
- Hire and evaluate the performance of the executive director
- Establish policies for the effective management of the organization
- Approve Work Plans annually
- Attend the annual Board Retreat.
- Nominate potential new Board Members

Annual Fundraising Responsibilities:

- Become a History Maker, \$100 annual personal gift
- Recruit new Partner Sponsors with an annual goal of \$4,500

Annual Volunteer Responsibilities:

- Be a **working member** of at least one committee (below)
- Help put up Christmas items at least one Saturday morning in November (at least 2 hours)
- Help take down Christmas items at least one Saturday morning in January (at least 2 hours)

COMMITTEES (choose at least one)

- Economic Vitality** Committee - business recruitment and retention - *1st Wednesdays*
- Design** Committee – landscaping, architecture and walkability - *2nd Tuesdays*
- Promotion** Committee - event planning, participation and Christmas - *2nd Thursdays*
- Organization** Committee – fundraising, membership, policies - *4th Tuesdays*
- Public Art** Committee - mural program, public art and art events

I accept the above commitment as an understanding of my role and responsibilities as a member of the Board of Directors.

Name of Board Member

Signature

Date