



## Statement of Expectations for Board of Directors CHILD CARE RESOURCE CENTER Role and Responsibilities

*The following responsibilities are specific to the Child Care Resource Center and are articulated for the purpose of complementing or clarifying certain aspects of the traditional governing responsibilities of board members.*

1. **Commit to the mission and goals of the Child Care Resource Center.**
2. **Attend meetings of the Board of Directors:** *(Six)* meetings are scheduled each year. Board members are encouraged to attend all *(Six)* meetings (they are scheduled one year in advance).
3. **Serve on at least one committee and attend committee meetings:** Board members are encouraged to attend all meetings of the committees on which they serve.
4. **Contribute expertise and participate in strategic development of board and organization.**
5. **Attend Child Care Resource Center special events:** Annual Meeting, organized fundraisers, award or recognition events.
6. **Make a personal contribution to the Child Care Resource Center:** Every member of the Board of Directors is expected to make a financial contribution in addition to in-kind contributions of time and resources.
7. **Develop funding support:** Assist the Child Care Resource Center board and staff in its membership development and fund raising efforts by arranging introductions, signing letters to friends and associates and otherwise opening doors to funding sources. Each board member who represents a business is asked to seek organizational support at the highest possible level of sponsorship.
8. **Represent the Child Care Resource Center:** Be familiar with and speak in support of the Child Care Resource Center within your personal and social networks and allow your name to be used in support of the Child Care Resource Center's mission.
9. **Disclose any potential conflict of interest with the Child Care Resource Center.**
10. **Refrain from discussing or sharing confidential board business with non-board members.**

*I understand that as a member of the Board of Directors of the Child Care Resource Center, I will be held accountable to the expectations above on an annual basis.*

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Signature

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Date