

**A Safe Place Board of Directors
Commitment for 2019**

Name _____

1. **Board Engagement.** Every board member commits to attending full board meetings four times per year (additional meetings by phone or email as needed).

2. In addition, each board member needs to serve on at least ONE of the following **committees** (please check committees you will serve on - check all that apply):

_____ Executive Committee - Standing Committee, see description below

_____ Board Development - Standing Committee, see description below

_____ Finance Committee - Standing Committee, see description below

_____ Resource Development - Standing Committee, see description below

_____ Investment Committee - Ad Hoc Committee, description TBD

_____ Marketing Committee - Ad Hoc Committee, description TBD

xxxxx Strategic Planning Committee - Ad Hoc Committee, will not convene in 2019

3. In that fundraising is an important part of what we do as ASP board members, each board will also serve on at least one of the following **Resource Development subcommittees** (check all that apply):

_____ Gala

_____ 5K

_____ Golf Outing

_____ Wine Women and Shoes

_____ EmpowerRally Volleyball Event

_____ Major Gifts

4. Throughout the year there are **fundraising** opportunities that require board support for success. Whether or not you serve on a Resource Development sub-committee (question #3), which of the following will you commit to do in 2019 (check all that apply):

A. In support of events/fundraisers

_____ Sell tickets / tables for an event

_____ Buy tickets / tables for an event

_____ Pay for a guest(s) to attend an event

_____ Secure sponsors for an event

_____ Secure auction/raffle items for an event

_____ Secure pledges for the 5K and/or form a team

_____ Recruit committee members for events

_____ Other _____

B. In support of major gifts

- Provide names of friends, family, vendors etc. for appeal letters
- Write personal notes or appeal letters
- Host a house party to inform and cultivate donors and prospects
- Participate on site visits with potential grantees
- Participate in gift request calls with other board members and/or staff
- Make thank you calls / write thank you letters to donors
- Host a house party for friends and neighbors
- Other _____

C. General support

- Help recruit potential new board members
- Speak at community events such as Rotary, Lions, libraries etc.
- Provide follow-up stewardship to first-time attendees of events
- Other _____

5. Give/Get: As a reminder, every board member is responsible for a \$2,000 **give/get** commitment to ASP.

Committee Descriptions, as per 2018 bylaws of ASP:

Executive Committee - The Executive Committee shall consist of four (4) or more persons, with the Board Chair, Vice Chair, CEO, Treasurer and Secretary to be standing members while holding such positions. The Executive Committee shall meet monthly as scheduled by the Board Chair, who shall report at Board meetings on the business conducted by the Committee.

The Executive Committee shall be empowered to act on behalf of the entire Board in an emergency, subject to the limitations provided in 805 ILCS 105/108.40(c), by which a committee may not: (1) adopt a plan for the distribution of the assets of the Corporation, or for dissolution; (2) fill vacancies on the Board or on any of its committees; (3) elect, appoint or remove any Officer or Director or member of any committee, or fix the compensation of any member of a committee; (4) adopt, amend, or repeal the Bylaws or the Articles of Incorporation; (5) adopt a plan of merger or adopt a plan of consolidation with another corporation, or authorize the sale, lease, exchange or mortgage of all or substantially all of the property or assets of the Corporation; or (6) amend, alter, repeal or take action inconsistent with any resolution or action of the Board when the resolution or action of the Board provides by its terms that it shall not be amended, altered or repealed by action of a committee. On matters of corporate governance, the Executive Committee will reasonably collaborate with any ad-hoc committees established for the purpose of overseeing, managing, or otherwise implementing corporate governance.

Board Development - The Board Development Committee will search for, screen, and recruit Director candidates. Prior to the Annual Meeting and at other times at the Board's request, the Board Development Committee shall select nominees and submit their names to the Executive Committee for submission to the Board, accompanied by publicly available background information for each. Working closely with the Board Chair and the CEO, the Board Development Committee will establish and publish director qualifications, determine the number of Directors to be recruited, develop training materials, run training session for new Directors, and lead the annual evaluation of Board performance. The Committee will collaborate with the Executive Committee and the Board of Directors regarding the Directors'

voluntary Committee assignments and training, taking into consideration each Director's interest, skills, and preferences.

Finance Committee - The Finance Committee shall monitor the financial position and condition of the Corporation; take appropriate steps to ensure that financial records and reports are maintained in accordance with generally accepted accounting principles, and applicable law; monitor the investments of the Corporation; screen, select, and recommend to the Board for its approval independent auditors and accountants for the Corporation; participate in the development of the annual corporate budget and give final approval review and approve for submission of a draft budget to the Board for its review and approval; required financial filings for submission to the Board as required by law; and advise the Board on financial and accounting risks.

(Resource) Development Committee - The (Resource) Development Committee shall participate in the fund-raising efforts of the Corporation with ideas, hands-on assistance, contributions, and continuous attention to the development of conventional and innovative funding sources. The Committee will work with the CEO and the whole Board to secure funding for the Corporations' various needs, as those needs may change from time to time.