

Board of Directors Commitment Statement

If elected to the Passive House California Board of Directors, I commit to actively participate in the growth and development of the organization and to satisfy the following duties and requirements:

- Maintain PHCA Professional Membership in good standing;
- Speak or act on behalf of the board or PHCA only when authorized;
- Articulate and uphold the mission, vision, and values of PHCA;
- Select the officers of the board;
- Support the officers and other directors and assess their performance;
- Recruit, orient new board members and assess board performance annually;
- Ensure the board operates with legal and ethical integrity and is accountable to its members and obligations;
- Read and understand PHCA's financial statements – or responsible summaries thereof – and help the board fulfill its fiduciary responsibility;
- Be accessible and contribute knowledge and experience to help assure success of PHCA;
- Be proactive in determining PHCA's strategic goals and objectives and work to develop and strengthen the programs and services required to achieve them;
- Serve as an ambassador of PHCA and work to enhance the organization's public standing;
- Help influence diverse groups and sectors in the industry;
- Help engage and recruit new members for PHCA;
- Help bring significant new resources (financial or otherwise) to the work of PHCA;
- Undertake special assignments and serve on committees, including in leadership positions, as requested or, where appropriate, by my initiative;
- Help secure funding for PHCA's programs through sponsorship, corporate and charitable sources, grant funding, or other fundraising efforts;
- Coordinate and help secure volunteers for events, committees, special task forces and advocacy within the community;
- Abide by PHCA's code of conduct, conflict of interest, confidentiality, antitrust, and anti-harassment policies; (under development).

Meetings and Time Commitments

- Spend an average of 10-15 hours per month on board-related meetings and work;
- Prepare for and actively participate in annual board retreat and at least 75% of monthly board meetings;
- Attend monthly PHCA meetings and assist as required;
- Endeavor to attend special board, officer and advocacy training sessions and board member orientations;
- Endeavor to attend special events and educational seminars as well as other PHCA sponsored or supported community events;
- Endeavor to attend annual regional and national events and provide updates to the chapter of information received;
- Volunteer to serve and manage community or trade show events where the PHCA has a booth or presence.

Signature

Date

Print Name