



## MILPITAS CHAMBER OF COMMERCE Commitment to the Board of Directors

In accepting the position as director of the Milpitas Chamber of Commerce, I recognize that with this position comes a commitment to support the organization, its programs and policies and to do all that I can to develop and maintain high standards. Each director is a representative-at-large of all chamber members.

I also recognize that with this commitment comes certain responsibilities and duties which require a time and financial contribution to ensure that our board of directors responds to the membership. In this respect, I will do my best to:

- Become familiar with the Milpitas Chamber of Commerce vision, policies, procedures, programs and positions so that I can become an informed representative of the chamber board of directors.
- Attend all board meetings and other official chamber meetings and functions.
- Review all board materials/recommendations, in advance, so that I can help the board make effective decisions.
- Attend the annual planning session/board retreat. Participate in the development, adoption and implementation of the annual program of work.
- Serve on at least one committee of my choosing or as may be requested by the president and keep the Board informed of its progress and goals
- Communicate with the membership to inform them of board actions and chamber programs.
- Act as a resource in defining activities and/or problems within the membership and business community that need to be brought to the attention of the board.
- Commit myself to recruit into the Chamber new members and help retain current members and to gain sponsorships,. Be on alert for new businesses in the city and refer same to Chamber staff.
- Perform other such duties as may be requested from time to time by the president or board of directors to endeavor to enlist the talents and energies of chamber members in committee activities.

As a director I will not:

- Get involved in day-to-day management.
- Interpret policy in self-interest.
- Set policy in self-interest.
- Speak out on behalf of the chamber.
- Sign contracts; legally and/or financially obligate the chamber.
- Use the position for personal gain, or use the chamber's logo without approval.
- Usurp authority of the chief paid executive and President and Vice President of the Board.

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Print Name

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Signature

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Date

Supersedes all previous to date