



2019-2020 Statement of Expectations for Elected Board of Trustees Members

1. Commit to the mission and goals of the Berea Chamber of Commerce and be an ambassador for the organization. Be familiar with and speak in support of the Berea Chamber and allow his/her name to be used in support of our mission.
2. **Attendance requirement for Board of Trustees meetings:** Board members will be required to attend Board of Trustees meetings which take place the third Tuesday of each month at 8:00am, except for the months of August and December when there is no meeting. If a board member is unable to attend a meeting, they must provide an excuse for their absence to the Executive Director. If a board member misses three board meetings in a row without an excuse, that board member will be asked to resign from their position.
3. Each board member will be asked to serve on one committee. The Berea Chamber currently has three committees including: Marketing/Fundraising, Membership, and Events. Board members can select which committee they would like to serve on and are permitted to serve on more than one, if desired.
4. **Attendance requirement for Berea Chamber of Commerce events:** Board of Trustees members will be required to attend a minimum of six chamber events per year, outside of board meetings. These events can include coffee networking meetings, after hours, luncheons, educational seminars, Notable Night, the Grindstone Award banquet, or any other event hosted by the Berea Chamber of Commerce.
5. **Financial contribution requirement:** Each Board of Trustees member will be required to provide the following contributions toward the Notable Night event:
 - A donation (cash or item) of \$100 value toward the silent auction
 - A bottle of wine/pack of craft beer or \$25 additional cash donation toward the raffle
 - Sell five tickets to the event (\$25 each)
6. Contribute expertise and participate in strategic development of the board and organization.
7. Assist the Berea Chamber of Commerce board and staff in developing its programs by providing introductions to those organizations who may be users of our programs/services and which you have a connection or relationship.
8. Disclose any potential conflict of interest with the Berea Chamber of Commerce Board of Trustees.
9. Refrain from discussing or sharing confidential board business with non-board members.

I understand that as a member of the Board of Trustees of the Berea Chamber of Commerce, I will be held accountable to the expectations above on an annual basis.

Signature

Date