



**COLORADO ASSOCIATION FOR RECYCLING
BOARD OF DIRECTORS LETTER OF COMMITMENT**

In committing to serve on the CAFR Board of Directors, I agree to the following:

- ❖ My commitment will be for a minimum of three years.
- ❖ I will attend regular Board meetings every other month, schedule to be determined by new Board at the Board orientation or at the Annual Retreat. I will come prepared to each meeting having read carefully the previous month's meetings minutes, the director's reports, and monthly financial statements and having outlined important issues prior to the meeting.
- ❖ I will attend a Board orientation and the Annual Retreat to fully understand my commitment to CAFR.
- ❖ I will actively participate in Board meetings, and at least one CAFR committee and/or event.
- ❖ I will accept and support CAFR's mission statement as the purpose of the organization and of my volunteer work for CAFR, adhering to CAFR's conflict of interest policy.
- ❖ I will assist in developing and implementing policies, goals, and objectives for long- and short-term planning.
- ❖ I will ensure open and healthy communication between Board and staff by offering assistance to the Executive Director and staff as called upon.
- ❖ I will ensure open and healthy communication between Board members by respecting opinions, courteous listening, and sincere interaction.
- ❖ I will assist CAFR in meeting its annual fundraising goals by contributing time and/or money to fundraising, soliciting, seeking membership donations; sponsors or grantors agencies, and/or writing and reviewing grant proposals. *(A recommended goal would be to raise \$1,000 to \$2,500 each year in cash or in-kind services).*
- ❖ I will serve as a good will ambassador for CAFR to the community and state of Colorado.
- ❖ I understand that not meeting any of the above items or missing more than two Board meetings in a year may result in my removal as a voting Board member of CAFR.

BOARD OF DIRECTORS CONFLICT OF INTEREST RESOLUTION:

As a member of the Board of Directors of the Colorado Association for Recycling, I resolve that I shall not participate in any discussion or vote on any matter in which I or a member of my immediate family has potential conflict of interest due to having material economic involvement regarding the matter being discussed. When such a situation presents itself, I must announce my potential conflict, disqualify myself, and be excused from the meeting until discussion is over on the matter involved. The President of the meeting is expected to make inquiry if such conflict appears to exist and I have not made it known.

I accept this position on the Board of Directors for the Colorado Association for Recycling (CAFR) and commit myself to a strong involvement in this non-profit recycling organization. I commit my time and desire to serve, as well as my background, experience, and capabilities to the highest use of the organization.

Signed: _____

Date: _____

Print Name: _____