



Friends of Alameda County CASA Board of Directors Statement of Understanding and Commitment

As a member of the Friends of Alameda County CASA board of directors, I agree to the following responsibilities:

- I will adhere to the CASA confidentiality policy regarding all clients, children and their families, staff and volunteers involved in CASA.
- I will be fiscally responsible, with other board members, for the nonprofit entity.
- I will participate in planning the budget, and will work on fundraising in ways appropriate to me.
- I will accept responsibility by contributing financially on an annual basis at a level that is personally meaningful and significant and will help generate funds through my personal efforts.
- I will assist in recruiting appropriate potential board members.
- I will serve as an active ambassador for CASA, speaking well of it in my community activities and recruiting appropriate, potential volunteers for and supporters of CASA
- I will avoid conflicts of interest in conducting board business, and I will not solicit advocates, staff, or donors (whom I know only through my board contacts) as business prospects, nor will I make their names available to others.
- I agree to an initial and every four years, a local, state and federal background screening including a social security number verification, my DMV record and subsequent record notification per National CASA Association requirements, and I will immediately notify the executive director or board chair of any criminal charges pending against me.
- I will attend regular board meetings and I can expect to spend additional time on board committee work as well as on fundraising activities. Absence is excused through prior notice to the executive Director or any Board officer. I am aware that if I have three successive unexcused absences from regularly scheduled board meetings during a board year (July 1-June 30); I will be automatically removed from the board (per bylaws).
- I will provide leadership, guidance, and input by maintaining regular contact with fellow board members and staff.
- I have received and read a copy of the bylaws
- At this time, to the best of my knowledge, I can commit to serving at least one full term (two years) on the board, and I am aware of the board's opportunity of three consecutive terms (total 6 consecutive years), thereafter requiring a 1-year break and vote to re-instate if desired.

In return, the CASA program is responsible to me in the following ways:

- I will receive a board orientation packet, which will provide me with introductory material on CASA, including board member, officer and committee job descriptions.
- I will receive timely notices of all board meetings, including the agenda and the most current financial statements. I will be kept informed of changes in CASA policies, budget, and personnel.
- CASA will maintain appropriate Directors' and Officers' Liability Insurance.
- Fellow board members will respond in a straightforward and helpful way to any questions I have which I feel are necessary to carry out my full responsibilities to this organization.
- CASA executive director or a board officer will appoint a board mentor/contact to provide further institutional history and guidance.

1000 San Leandro Blvd., Ste. 300, San Leandro, CA 94577 510/ 618-1950
www.casaofalamedacounty.org Facebook: alamedacountycasa