

Guidelines and Expectations

Ferndale Chamber of Commerce

Board Members

1. Regularly attend Board meetings and committee meetings on which he/she serves; provide notice to Executive Director/President when attendance is not possible (*Absence from three consecutive regular meetings without an excuse deemed valid by the Board of Directors shall be construed as a resignation.*)
2. Attend and support Chamber events, socials, outings and fundraisers
3. Remain a paid and current member of the Chamber
4. Review and understand the materials provided in advance of Board meetings and any other materials provided to the Board from time to time
5. Monitor and keep abreast of general economic, business, and management trends
6. Actively, objectively, and constructively participate in meetings and the strategic decision-making processes
7. Share his/her perspective, background, experience, knowledge and insights as they relate to matters before the Board and its committees
8. Be reasonably available when requested to advise the Executive Director/President on specific issues not requiring the attention of the full Board but where an individual Director's insights might be helpful to the Executive Director/President
9. Provide strong, informed and ethical leadership
10. Actively promote the Chamber and solicit membership

Application for Board Membership

Ferndale Chamber of Commerce

Thank you for your interest in serving on the Board of Directors for the Ferndale Chamber of Commerce. We want to offer you a rewarding opportunity and make the most of your special talents and expertise.

Name: _____
Business Affiliation/Title: _____
Business Address: _____
City: _____ State: _____ ZIP: _____
Business phone: _____ Business FAX: _____
Cell phone: _____
Business Email: _____
Best way to contact you: _____

Please check the education or skills you will contribute to the board:

- Accounting or financial
- Public Relations
- Marketing
- Special Events
- Program Development
- Strategic Planning
- Investment
- Fundraising
- Community Relations
- Education
- Training
- Public Speaking
- Volunteer Time
- Other _____

Are you now serving as a Committee Chairman or on a committee for the Ferndale Chamber of Commerce? NO YES (Please indicate which committee(s)) _____

Are you now serving as a Board Member or Trustee of another organization?
 NO YES (Please indicate the organization(s) name) _____

What is your experience as a member of other Board of Directors? _____

Will you attend regular Board meetings? _____

How many hours a month can you serve the Chamber? _____

Will you attend the annual Board Strategic Planning Meeting? _____

Why do you want to become a member of the Chamber Board of Directors? _____

Do you wish the board to consider any other information? If so, please include it below or as attachments: _____

Statement of Interest and Commitment

Ferndale Chamber of Commerce Board of Directors

I _____ would agree to serve as a member of the Board of Directors of the Ferndale Chamber of Commerce. I understand that board seats run for 2 year terms (January 1 to December 31).

If I were a member of the Board of Directors, I agree to:

- Abide by the Bylaws and Governance Policies of the Ferndale Chamber of Commerce; monitor Board activities with the goal of achieving all legal and corporate requirements; and promote effective fiscal controls and accountability.
- Devote the time necessary to fulfill my duties as an active member of the Board of Directors; attend all meetings of the Board and any applicable committee meetings; and actively participate in events and programs of the Chamber.
- Readily disclose any potential conflicts of interest, making it a matter of record through an annual procedure or when the interest becomes a matter of Board action; abstain from voting or using my personal influence on any matter representing a potential conflict of interest, ensuring that the meeting minutes reflect this.
- Represent the Chamber and become a spokesperson for the Chamber's mission: *The purpose of the Ferndale Chamber of Commerce is to promote, support and assist members of the commercial, industrial, professional and retail community of Ferndale. The Chamber advocates integrity in business and works in harmony with all responsible local, state and national associations towards this mission.*
- Make an appropriate commitment of support to Chamber programs and projects and encourage others to participate in the activities and events of the Chamber.

I understand that if at any time I am unable to fulfill the commitments of a member of the Board of Directors of the Ferndale Chamber of Commerce, I should give appropriate notice of resignation to the Chairperson of the Board.

Signature

Date

All applications for the Board of Directors are reviewed by the Nominating Committee and recommendations are made by that committee to the Board of Directors.