

**IDAHO STATE SNOWMOBILE ASSOCIATION
AKA IDAHO STATE SNOWMACHINE ASSOCIATION**

BOARD MEMBER EXPECTATION CONTRACT

As a member of the Board of Directors of the Idaho State Snowmobile Association, also known as the Idaho State Snowmachine Association, and here forward referred to as the ISSA or the organization, I have a legal and ethical responsibility to ensure that the organization does the best work possible in pursuit of its goals. I support the purpose and mission of the organization and pledge my commitment to assist in carrying out its work.

As a board member, I will consistently act responsibly and prudently. I will remain objective, unselfish, responsible, honest, trustworthy, and efficient in relation to the organization. I understand my duties to include:

1. Legal, fiscal and moral responsibility, along with my fellow board members, for the well-being of this organization. One of the main responsibilities of the board member is to maintain financial accountability and effective oversight of the organization they serve. As such, it is my responsibility to:
 - Be familiar with our budget.
 - Review timely reports of the organization's financial activities.
 - Know and approve all policies and programs and oversee their implementation.
 - Take responsibility for making decisions on organization issues and board matters.
 - Interpret the organization's work and values to the community, represent the organization and serve as a spokesperson.
 - Keep up-to-date on the business of the organization.
 - Excuse myself from discussions, decisions and votes where I may have a conflict of interest.
2. Attendance at two board meetings per year, or additional meetings as called for. Should I be unable to attend a meeting, I will, if needed, be available for telephone consultation. Additionally, I will serve on at least one board committee.

3. Active participation in fundraising activities. This may include individual and/or special event solicitation or direct mail appeals.
4. Working in good faith with my fellow board members and staff toward the achievement of the organization's goals.
5. I will read and adhere to the a) Mission Statement, b) Conflict of Interest c) Whistleblower policy, and d) Financial responsibility and auditing.

Should I fail to fulfill these commitments to the organization, I understand that the Board President will call upon me to discuss my responsibilities. Should there come a time where I am no longer able to fulfill my obligations to the organization, it will be my responsibility to resign my position as a member of the Board of Directors.

As a board member, I understand that the organization will be responsible to me in the following ways:

1. I will be sent, without request, a bi-annual financial report and an update of organizational activities that allow me to meet the "prudent person" standards of the law. Further, I expect that I will have information about programs and policies, goals and objectives as appropriate.
2. Opportunities will be provided for me to discuss with the Board President, the organization's programs, goals, activities and status.
3. It is expected that board members and the President will respond in a straightforward fashion to questions that I feel are necessary to carry out my fiscal, legal and moral responsibilities to the organization.
4. Board Members and the President will work in good faith with me towards achievement of our goals.
5. If the organization does not fulfill its commitments to me, I may call upon the Board President to discuss the organization's responsibilities to me.
6. The organization will carry directors and officers' liability insurance.

Board Member - Printed Name

Signature

Date

Scott Chapman

President – Printed Name



President – Signature

October 7, 2024

Date