

**WHAT YOU NEED TO KNOW ABOUT SELF RELIANCE CENTER  
FOR INDEPENDENT LIVING BOARD OF DIRECTORS**

<p><b>Purpose of This Form</b></p>	<p>This form provides you with basic information about what Self-Reliance Center for Independent Living (CIL) requires from its Board members. If you have doubts about your ability to commit the required time, attend scheduled meetings, achieve fund raising obligations, or comply with these requirements, please advise the Chair of the Board Recruitment Committee before they submit your name for consideration.</p>
<p><b>Term of Office</b></p>	<p>Election to the Board will be for a two-year term. A Board Member may be reelected for two (2) additional two-year terms. After six (6) consecutive years of service, a Board member must rotate off the Board for one (1) year before being reelected to the Board. After rotating off the Board of Directors, the person may still serve on Committees.</p>
<p><b>Fund Raising</b></p>	<p>All Board members are expected to make an annual financial give/get contribution to the organization. (Currently \$500) The amount suggested may change annually and will be suggested based on an annual evaluation of historical giving by previous Boards, the current level of giving, and the current program/growth goals of Self-Reliance. In addition, Board members are expected to attend fundraising events, and participate in annual and special campaigns. Giving amounts for the future fiscal years will be presented for vote and adoption to the Board at the end of the current fiscal year and resources and information will be provided via the Self-Reliance Fundraising Committee to empower Board members to access their contacts and current business relationships to meet this financial contribution expectation.</p>
<p><b>Time Requirements</b></p>	<p>The Board of Directors requires a time commitment of about 48 hours per year, or an average of 4 hours per month for Board meetings, committee meetings, orientation sessions, and special events, including preparation time. We do most of our work in meetings. We cannot do a good job or meet deadlines without full participation from all members.</p>
<p><b>Board Meetings</b></p>	<p>The full Board currently meets at 11 times per year, (excluding December), usually on the last Wednesday of each month, from 5:30pm to 7:30pm. If this schedule poses problems for you, please advise the Chair of the Board Recruitment Committee.</p>
<p><b>Committee Meetings</b></p>	<p>Committees meet at the pleasure of committee members in order to accomplish certain tasks by established deadlines. Attendance is essential for the committees to do their work.</p>

<p><b>Orientation Sessions</b></p>	<p>There will be at least two half-day orientation sessions held on Saturday mornings annually. Attendance is mandatory for ALL directors. The Board Development committee will arrange orientation sessions for new members.</p>
<p><b>Other Time Requirements</b></p>	<p>There is an Annual General Meeting which includes the presentation of awards to Board members, volunteers, community members, and staff.</p> <p><u>Social Events</u>: During the holiday season there is usually a luncheon with staff.</p> <p><u>Strategic Planning</u>: A one-day retreat to review and update the strategic plan is held bi-annually. Each meeting includes the review of mission/vision/values statement and developing new outcome measures and performance indicators.</p>
<p><b>Selection Process</b></p>	<ol style="list-style-type: none"> <li>1. Names of potential Board members are solicited from staff, current Board members, Self Reliance consumers, donors, educational institutions, agencies, other community members, and SRI's website, and social media accounts.</li> <li>2. The Board Recruitment Committee is advised of the applicant's interest in the Board. The Committee sends a Board packet to the prospect.</li> <li>3. After the packet is returned, the prospect is contacted and interviewed by a Committee member by phone within 30 days.</li> <li>4. If the prospect fits the current needs of the Board, the prospect is then invited to meet the full Board at a Board or other meeting.</li> <li>5. On recommendation of the Board Recruitment Committee, the applicant's name is placed on the slate for election at the next Board meeting.</li> <li>6. If the applicant is not selected for a Board position when he/she first applies, the prospect may be contacted should an opening occur that best matches the interests and skills needed. Applications will remain on file with Self Reliance for 3 years.</li> </ol>
<p><b>Approach to Governance</b></p>	<p>Briefly stated, we believe that the Board's role is to ensure that Self Reliance CIL establishes and maintains the trust of the community by being clear in its mission, prudent and ethical in its activities, and accountable for its actions. Our meetings focus on finances, planning, policy-making, and assessing our progress.</p>
<p><b>Our Mission</b></p>	<p>Is to promote independence by empowering people with disabilities and improving the communities in which we live.</p>

<p><b>Directors' Code of Behavior</b></p>	<p>Our Board members sign the following code of behavior</p> <p>As a Board member of Self Reliance CIL, I will</p> <ul style="list-style-type: none"> <li>• Be committed to the mission of Self Reliance CIL</li> <li>• Act in a manner consistent with the mission and values of Self Reliance CIL</li> <li>• Focus my efforts on the mission of Self Reliance CIL and not on my personal goals</li> <li>• Obey requirements of the Sunshine Law</li> <li>• Accept responsibility and share power in order to work as a productive and cooperating member of the Board of Directors</li> <li>• Avoid conflicts of interest between my position as a Board member and my personal and professional life.</li> <li>• Support in a positive manner all actions taken by the Board of Directors even when in a minority position on such actions</li> <li>• Never exercise authority as a Board member except when acting in a meeting with the full Board or as delegated by the Board</li> <li>• Keep confidential matters confidential</li> <li>• Be accountable to the membership and the community for competent, conscientious, and effective accomplishment of the obligations of the Board</li> <li>• Ensure that discrimination is never practiced at Self Reliance CIL</li> <li>• Act in a manner consistent with this Code of Ethics despite personal opinions, values, or differences.</li> <li>• Attend meetings consistently, prepare for meetings, participate fully, and otherwise fulfill my fiduciary obligations to Self Reliance CIL</li> </ul>
<p><b>Meetings &amp; Events</b></p>	<p><u>Regular Board Meetings</u> Meetings are normally held the last Wednesday of each month except December. Board meetings start at 5:30pm and usually end around 7:30pm.</p> <p><u>Committee Meetings</u> Standing committees include: Executive, Fund Raising, Recruitment, and Finance. Meeting times vary.</p> <p><u>Social Events</u> Consumer Holiday Feast - TBA Annual Meeting/Awards - TBA Board/Staff Luncheon - TBA</p> <p>TBA = To Be Arranged</p>