

NORTHERN ARIZONA UNIVERSITY FOUNDATION Letter of Commitment

Northern Arizona University Foundation, Inc. is fortunate to have dedicated volunteer directors who draw on their experience and education and give of their time, treasures and talents for the benefit of the greater university community. This statement of understanding is intended to communicate the responsibilities of a director to the Foundation and likewise, the responsibilities of the Foundation to each director. On behalf of the Foundation we are very grateful for your leadership and support.

MY COMMITMENT

As an elected member of the Northern Arizona University Foundation Board of Directors, I pledge to serve the Foundation and the University community by committing substantially to the following:

To work with and respect the opinions of my peers who serve on the Board;

To understand that I owe a duty of loyalty and integrity, along with other Board members, to advance the best interest of the Foundation and to always act in a manner consistent with this understanding;

To understand that, as a Board member, I have fiduciary obligations which include legal, moral, and ethical duties to the Board and the Foundation. It is my duty to know the mission and goals of the Foundation, to know what the budget is, and to be familiar with the assets, liabilities, and financial activities of the Foundation. Further, if I am ever unclear about what this means, it is my responsibility to ask the Chair and the President for resources to help me better understand how to meet my obligations;

To avoid conflicts of interest between my position as a Board member and my personal life and if such a conflict does arise, I will declare that conflict before the Board and refrain from voting on matters in which I have a conflict;

To represent the Foundation and University in a positive, professional and supportive manner at all times;

To support in a positive manner all actions taken by the Board, even when I am in a minority position on such actions;

To recognize and accept the following specific roles of a board member:

- Participate – prepare for and attend full-day quarterly meetings; actively serve on at least one standing committee; keep current with affairs of the university and education in general; share my expertise and opinions on board matters. I will annually attend a minimum of 75% of all board meetings, unless specifically excused by the Chair and President of the Board. I will annually attend a majority of committee meetings to which I am assigned unless likewise excused.
- Engage - in the review and discussion of all matters brought before the board and committees; in the activities of the Foundation, NAU Alumni Association, and the University.
- Promote - NAU and its programs to alumni, parents, friends, government, community, campus, and businesses through positive community interaction.

- Contribute – make a gift of \$1,500 during FY 2011 to the NAUF based on personal interest and ability and make NAU a priority in my philanthropic endeavors.
- Raise Funds - participate in the identification, cultivation, solicitation and/or stewardship of donors and prospective donors including peers, corporate contacts, and others

To agree that if, for any reason, I find myself unable to carry out any of the above duties, I will resign my position as a member of the Board, or realize that I may be asked to resign.

MY EXPECTATIONS

I will be sent, without request, financial reports and other Foundation information, which allow me to meet the Prudent Person section of the applicable laws.

I can call upon the Officers of the Foundation to discuss Foundation matters, policies, and programs, so that I may completely and competently fulfill my fiduciary duties to the Foundation.

I will be oriented to the business, policies and procedures of the Board and should expect the following encouragement from my fellow directors and the Foundation staff:

- Mentor – new directors will be mentored by one or several experienced directors so that you can completely and competently fulfill your fiduciary and other duties
- Educate – all directors will be given opportunities to learn about the NAU Foundation and its policies and procedures, about the development or fund-raising process, and about the University and its priorities. Directors will be given the tools to carry out their responsibilities through training, presentations, campus and facility tours, and materials.
- Communicate – Directors can expect to be kept apprised of University and Foundation current events and opportunities through correspondence and interactions with staff, deans and university administrators
- Support – Appropriate staff support will be provided to allow each director to carry out their responsibilities and tasks
- Evaluate – Directors will have the opportunity for self and peer assessment of their performance as a member of the Board of Directors and to provide feedback on the performance of Foundation and development staff in their work with the Foundation

I, (print name) _____, indicate my willingness to accept my role, my commitment, and my expectations as described.

Signed _____

Date _____

We thank you for your commitment to the NAU Foundation and your willingness to serve as a director of the board. We pledge to meet your expectations as described.



Christopher J. Bavasi, Chair

Date July 1, 2010

Mason Gerety, President

Date July 1, 2010