



Greater Farmington Area Chamber of Commerce

Policy for Board of Directors

Adopted by Board of Directors

February 20, 2018



Guidelines and Expectations Greater Farmington Area Chamber of Commerce Board Members

- Regularly attend board meetings; provide notice to Executive Director/Board 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. Multiple extended absences will require a meeting with the Executive Director and Board President to evaluate the position.
- Attend and support GFA Chamber events, socials, outings and fundraisers. (One event per quarter minimum).
- Remain a paid and current member of the GFA Chamber.
- Review and understand the materials provided in advance of the board meetings and any other distributed materials.
- Monitor and stay aware of the chamber's general economic, business and management conditions.
- Actively, objectively, and constructively participate in meetings and the strategic decision-making processes.
- Provide strong, informed and ethical leadership.
- Actively promote the GFA Chamber and solicit membership whenever possible.
- Volunteer to serve on committees when the need arises.
- When possible, contribute financially, or, in kind, to the sponsorship of GFA Chamber events.
- Support and promote the GFA Chamber purposes and objectives.



**Application for Board Membership
Greater Farmington Area Chamber of Commerce
(Please attach professional resume to application)**

Thank you for your interest in serving on the Board of Directors for the Greater Farmington Area Chamber of Commerce. We want to provide you a rewarding opportunity and make the most of your talents and expertise.

Name: _____

Business Affiliation/Title: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____ Business Fax: _____

Cell Phone: _____

Business Email: _____

Please check the skills you will contribute to the board:

Accounting or financial

Public Relations

Marketing

Program Development

Strategic Planning

Investment

Fundraising

Community Relations

Education

Training

Public Speaking

Other _____

Are you now serving, or have you ever served as a Committee Chairperson or member of a committee for the Greater Farmington Area Chamber of Commerce?

No Yes (Please indicate which committee(s))

Are you currently serving on another organization's Board of Directors?

No Yes (please list other positions):

Why are you seeking a position on the Greater Farmington Area Chamber of Commerce Board of Directors?

Is there any other information you would like to provide for consideration of a Board of Directors position? If so, please list below or attach separate document:



Board of Directors

Statement of Understanding

It is understood that I have applied for, was accepted to and therefore am volunteering for the Chamber’s Board of Directors and by doing so will follow the guidelines set below:

1. I will wear my “*Board of Directors name badge*” at all chamber sponsored events.
2. I will stay connected and updated on community and chamber events, so I can provide information on these events to other members and non-members.
3. I will attend at least seven (7) out of the 11 scheduled Board of Directors meetings throughout the year. (No meeting in July).
4. I will attend one chamber networking event per quarter.
5. I will remain in good standing with the Greater Farmington Area Chamber of Commerce.
6. I will represent the chamber in a professional manner at all times.
7. I will provide all necessary and pertinent feedback from other chamber members to the chamber staff on a regular basis.
8. I will promote the chamber and refer at least three (3) businesses to the chamber each year or commit to supporting the chamber monetarily at a minimum of \$1000 each year. Monetary commitments can include sponsorships and/or donations.

Please read and sign the statement below. Return to Mary Martin, Executive Director, Greater Farmington Area Chamber of Commerce, 33425 Grand River Ave. Suite 101 Farmington, MI 48335. Marcia@gfachamber.com

I have read and understand the above guidelines associated with the Greater Farmington Area Chamber of Commerce Board of Directors:

| | |
|-----------|-------|
| Signature | Date |
| | |
| Company | Email |
| | |