

THE HERB SOCIETY OF AMERICA, INC.
Statement of Expectations for Board of Directors

The following responsibilities are specific to The Herb Society of America and are articulated for the purpose of complementing or clarifying certain aspects of the traditional governing responsibilities of board members.

- 1. Commit to the mission and goals of The Herb Society of America.**
- 2. Attend meetings of the Board of Directors:** Three meetings are scheduled each year. Board members are expected to attend all three meetings (they are generally scheduled one year in advance) except in family or job emergency.
- 3. Serve on at least one committee and attend committee meetings:** Board members are encouraged to attend all meetings of the committees on which they serve. However, attendance at (50%) of the meetings is expected at a minimum.
- 4. Prepare for meetings in advance:** The Herb Society of America commits to sending materials in advance; board members commit to reading and considering materials in advance of meetings.
- 5. Contribute expertise and participate in strategic development of board and organization.**
- 6. Attend the Annual Meeting of Members, the Educational Conference and the District Gathering in your own district.**
- 7. Make a personal contribution to The Herb Society of America:** Every member of the Board of Directors is expected to make a personally significant financial contribution on an annual basis, in addition to in-kind contributions of time and resources.
- 8. Develop funding support:** Assist The Herb Society of America's board and staff in its membership development and fund raising efforts by activities such as arranging introductions and otherwise opening doors to funding sources.
- 9. Represent The Herb Society of America:** Be familiar with and speak in support of The Herb Society of America and allow his/her name to be used in support of The Herb Society of America's mission.
- 10. Disclose any potential conflict of interest with The Herb Society of America.**
- 11. Refrain from discussing or sharing confidential board business with non-board members.**

I understand that as a member of the Board of Directors of The Herb Society of America, I will be held accountable to the expectations above on an annual basis.

Signature

Date