

Board of Director Duties

1. Ensuring the financial, social, and overall well-being of this organization. I will:
 - Stay familiar with our budget and take an active part in the budget planning process
 - Familiarize myself with all policies and programs and oversee their execution
 - Make informed decisions on organizational issues and board matters
 - Communicate the organization's work and values to the community, as well as serve as a liaison to the organization for the community
 - 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.
 - A conflict of interest is something that can be identified by yourself or by another member of this Board as something that could potentially impact your ability to vote impartially
2. Active participation in chamber activities, events, and programs.
 - Including set up and tear down for events hosted by the chamber
3. I commit to recruiting 3 new business members per year.
4. I will respond to correspondence made by my fellow board members, associates, and independent contractors within a reasonable timeframe.
5. Keeping information discussed during the meetings and/or that I have access to through my position as a member of the Board of Directors confidential including (but not limited to):
 - Trade secrets
 - Financial information
 - Personnel and staffing information
 - Profit margins on events, programs, and activities
 - New pricing structures on products and services
 - Individual salary and wage information
 - Chamber Members' and Prospective Chamber Members' business, personnel, or financial information
 - Economic Development Information
 - New or existing businesses (re)locating or expanding into the Madison area
 - Businesses considering reductions in staffing or closure.
 - Any other information considered privileged or to which my position gives me access that can reasonably be deemed confidential or "insider" information.
 - I recognize that the disclosure of information above is grounds for my immediate removal from the Madison Area Chamber of Commerce Board of Directors