



ANNUAL BOARD SERVICE LETTER OF AGREEMENT

The mission END HIV OKLAHOMA, INC. is to facilitate programs that will eradicate new infections of HIV in the State of Oklahoma.

All board members bring special knowledge, skills, resources and contacts to their position on our board. So that the board and organization receive the most positive impact from their commitment to serve, each is asked to make mutual commitments.

As an incoming board member, I annual commit to:

1. Support the mission and vision of END HIV OKLAHOMA, INC.
2. Attending one orientation session during my first year of service.
3. Develop and maintain a communications link with the community. Represent the public interest on the board, represent the organization in the community. Be an advocate for END HIV OKLAHOMA, INC. in the community.
4. Make a personal financial contribution to END HIV OKLAHOMA, INC. and/or financial support for an END HIV OKLAHOMA, INC. special event.
5. Assist with the annual support campaign and special events.
6. Actively participate in board meetings with 75% board attendance.
7. Attend at least one of the END HIV OKLAHOMA, INC. events, trainings or conferences
8. Actively participate on a committee with attendance requirements based on committee charters.
9. Help cultivate potential donors, clients and volunteers.
10. Assist with recruitment of new board members.

If, during my term of office, I am unable to attend meetings and/or fulfill committee obligations. I will meet with the END HIV OKLAHOMA, INC. Board President to explore other ways I can serve the organization.

In return, END HIV OKLAHOMA, INC. commits to:

1. Work to model the values of nonprofit management excellence.
2. Do thorough short and long term planning.
3. Seek optimum use of staff and volunteer capability
4. Maintain effective financial management, resource development, marketing and public relations systems.
5. Carefully manage financial resources.

