

**Niskayuna Rowing, Inc.**  
**d/b/a Friends of Niskayuna Rowing**  
**Board Member Commitment Form**

**Preamble**

Niskayuna Rowing is a non-profit organization that supports and enhances the rowing programs it administers, promotes education, recreation and health, and fosters athletic development within a competitive environment for junior and adult rowers.

The business of the organization is managed under the direction of the board of directors.

**Board duties**

I will:

- Attend at least 60% of all Board meetings and be absent from no more than two consecutive Board meetings.
- Review the agenda and supporting materials prior to Board and committee meetings.
- Serve on committees and take on special assignments as needed.
- Personally contribute to Niskayuna Rowing.
- Remain informed about Niskayuna Rowing bylaws, mission, services and policies.
- Suggest nominees and participate in board recruitment.
- Support the organization by representing the organization in the community.

**Board member code of conduct**

As a board member I understand that I have duties of care, loyalty, and obedience to the organization.

- The duty of care is the duty to pay attention to the organization – to monitor its activities, see that its mission is being accomplished, and guard its financial resources.
- The duty of loyalty is the duty to avoid conflicts of interest, and
- The duty of obedience is to carry out the purposes of the organization and to comply with the law.

As a board member I agree to:

- Act with honesty and integrity.
- Keep confidential information confidential.
- Support in a positive manner all actions taken by the board of directors even when I am in a minority position on such actions. I recognize that decisions of the board can be made only by a majority vote at a board meeting and respect the majority decisions of the board, while retaining the right to seek changes through ethical and constructive channels.
- Exercise my authority as a board member only when acting in a meeting with the full, board or when appointed by the board.

- Work with and respect the opinions of my peers who serve this board, and leave my personal prejudices out of all board discussions.
- Always act for the good of the organization and represent the interests of all people served by the organization.
- Represent this organization in a positive and supportive manner at all times.
- Observe the parliamentary procedures and display courteous conduct in all board and committee meetings.
- Accept my responsibility for providing oversight of the financial condition of the organization.
- Avoid acting in a way that represents a conflict of interest between my position as a board member and my personal or professional life, even if those actions appear to provide a benefit for the organization. This includes using my position for the advantage of my friends and business associates. If such a conflict does arise, I will declare that conflict before the board and refrain from voting on matters in which I have conflict.
- Abide by these board operating procedures.
- Review the following training material annually:
  1. **Americans with Disabilities Act** - <https://www.youtube.com/watch?v=66g6TbJbs2g&list=PLfdPnYIUAlXAnH1K372pFlgsMwNrhXm1D&index=7>
  2. **Section 504 Plans in Schools**- <https://www.youtube.com/watch?v=pxx6rQqljpY&list=PLfdPnYIUAlXAnH1K372pFlgsMwNrhXm1D&index=10>
  3. **Dignity for All Students Act** - <https://youtu.be/eNrdshPn5iY>
  4. **Best practices for integrating children with disabilities into sports** - US Department of Education’s Office for Civil Rights guidance document clarifying obligations of school districts to provide students with disabilities an equal opportunity to participate in extracurricular athletics. <https://www2.ed.gov/about/offices/list/ocr/letters/colleague-201301-504.pdf>

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**Signature**

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**Date**