



# BOARD COMMITMENTS

As an incoming board member of the Chapter Board of Directors of NAHREP® I have a responsibility to ensure that the organization does the best work possible in pursuit of its goals. I support the mission of the organization and pledge my commitment to assist in carrying out its work. The final approval to serve in this capacity will be communicated by the National Leadership. I understand that any and all policies or practices can be changed at any time by NAHREP Leadership. Upon approval, I will act responsibly, professionally and prudently.

By accepting the board position, I agree to abide by the following:

**1. National engagement and attendance**

**2. Maintain an active Platinum Membership with NAHREP®**

**3. Maintain an active corporate membership with NAHREP®**

**(If applicable)**

a. Individuals employed by a corporation or owners of small businesses, must maintain an active corporate membership in the name of their employer. Examples of individuals to whom this pertains include loan officers, title officers, attorneys and insurance agents. (Pertains to individuals being considered for approval to serve on the chapter board)

**4. Organize and execute a minimum of 4 anchor events throughout the calendar year and understand my fiduciary responsibility regarding event budget parameters and expectations.**

- a. Educational Events: (no more than 10% of the chapter's reserves)
- b. Business Rally Events, 1 per year: (no more than 20% of the chapter's reserves)
- c. Gala/Installations, 1 per year: (no more than 30% of the chapter's reserves)
- d. Budget parameters for all event types:
  - Venue Rental.....10%
  - F&B..... 70%
  - Other..... 20%

AV, Photography, Videography, Print Materials, Decorations, Entertainment, and/or Speakers Bureau

**5. Acknowledge the legal, fiscal and moral responsibility, along with my fellow board members, for the well-being of this organization.**

Examples include:

- Acquire thorough familiarity of the bylaws, vision, mission, services and policies
- Take responsibility for making sound business decisions on chapter board related matters
- Avoid any contractual, financial obligation on behalf of the chapter
- Attend all board meetings. Two (2) or more absences is cause for removal from the board
- Maintain an active license per compliance of the profession on the board roster
- **Communicate regularly** with NAHREP National Staff and be adaptable to guidance, support and recommendations

Should I fail to fulfill these commitments to the organization, I understand that my position with the organization may be evaluated by the NAHREP National Leadership team.

Should the time arrive where I am no longer able to fulfill my obligations to the organization, it will be my responsibility to resign from my position as a member of the Board of Directors of the Chapter Program within NAHREP® via written notice.





## In return, NAHREP® will provide the following:

- The opportunity to participate in leadership and develop leadership skills
- Sensibility of the time commitment involved in serving on a chapter board
- Readily available National staff that delivers quality service and recommendations to all Board members
- National resources such as various programs and software, membership assistance, chapter accounting, and marketing services
- Guidance on individual inquiries pertaining to fiscal, legal, and moral responsibilities to NAHREP®
- Encouragement for future board member development that may add value to individual professional growth
- Guidance and support in regards to board member roles and responsibilities
- Open line of communication with National staff and board of directors in a collaborative effort to achieve chapter objectives
- Opportunity to discuss the organizations programs, goals, activities and status; upon request

If the organization does not fulfill its commitments to me, I may call on National Leadership to discuss and resolve the organizations responsibilities to me as a board member.

**I understand that lack of compliance of the above-mentioned policy may result in removal from my position.**

If you are not attending a National Event you are capping your growth!

**Armando Tam, SVP, Membership & Chapter Development**

It Starts With You, Take Ownership!

**Daisy Lopez-Cid,  
2018 NAHREP President**

Abide By the Rule of 3, Read... Recite... Reciprocate!

**Cynthia Rodriguez,  
Regional Development Manager**

