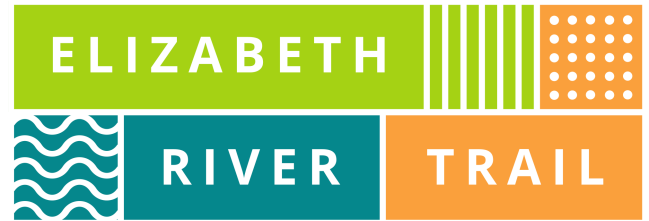


Board of Directors

Expectations and Responsibilities

Updated: March 2024



The ERT Board meets on the third Wednesday of the month in person at 5:00 in February, April, June, August, October and December.

As a private, not-for-profit organization, The Elizabeth River Trail Foundation derives great benefit from the productive engagement and active support of its directors. The Board of Directors strives to identify candidates whose professional expertise and accomplishments, personal reputation and financial support will continue to help secure and enhance the Foundation's stature as a valuable asset in the community.

Nominations for Board membership are actively solicited by members of the Executive Committee from current and former directors, financial sponsors, community partners and other civic organizations. Biographic and professional research information will be assembled and submitted through members of the Executive Committee and the Executive Director for discussion and nomination. The full Board of Directors elects new and returning directors.

The Board of the Foundation considers various ways in which a Director might serve the organization and has developed the following expectations and responsibilities for all Directors.

Commit to your role on the Board

- Become familiar with the Foundation's distinctive qualities, strengths, needs, finances, educational programs, and other important aspects.
- Attend substantially all meetings of the Board in person; (as able given Covid precautions), be well informed and prepared in advance.
- Join at least one Board committee and regularly participate in committee meetings, either in person or by electronic means.
- Demonstrate understanding of the distinct roles of the Foundation's Board of Directors and its administration, specifically the difference between oversight and management.
- Maintain exemplary ethical standards.
- In keeping with the Board's policy on conflict of interest, disclose promptly and fully any potential or actual conflicts of interest.

Sustain and advance the Foundation's mission, traditions, values, and reputation

- Work collaboratively with the rest of the Board to preserve the strategic mission of the organization and ensure the ongoing success of the Foundation.

- Recognize that the Executive Director and the administration are responsible to the Board as a whole and not to individual directors.
- Commit to serving the best interest of the Foundation as a whole rather than any personal cause.
- Support the consensus of the Board after fully exercising the responsibility to debate and disagree.
- Advocate on behalf of the ERTF within the broader community.
- Maintain confidentiality of all Board proceedings and avoid public discussions of issues before the Board.

Contribute to the financial well-being of the Foundation

- Try to follow the 2-2-2 rule:
 - i. You should give two percent of your annual salary to the board that you serve on
 - ii. While you are serving on this board, this should be one of your top two charities
 - iii. Every year you serve you should bring two new people as donors
- Make the Foundation one of your personal philanthropic priorities.
- Assist with fundraising efforts by providing connections to donors and potential donors.
- Create opportunities for the Foundation through your network of business and/or personal contacts.
- Participate in the Foundation's fundraising events and campaigns and consider hosting an event.
- Contribute time and specific expertise in areas of need.
- Consider including the Foundation in your estate giving plans.