

BOARD CONTRIBUTION COMMITMENT FORM



Alzheimer's Resource of Alaska recognizes the importance of Board participation in all fundraising aspects. In addition to fiduciary responsibilities, each member of the Board is asked to support the organization financially with a gift that is significant for their level of income, and to support fundraising events held during the year. Alzheimer's Resource of Alaska recognizes and encourages all forms of Board contributions, including time and talent.

My commitment for the fiscal year consists of the following:

ANNUAL BOARD CAMPAIGN

My personal financial commitment towards achieving 100% participation in reaching the Annual Board Giving Campaign Goal of \$ 10,000 is as follows:

I will donate \$ _____

Check (enclosed)

Credit Card (fill in the form below)

Through the website

I would like to join *the Sustaining Partners Club* and make monthly payments of \$ _____

by credit card (fill in the form below)

I already contribute through workplace giving, my campaign is through _____

___ Visa ___ MasterCard ___ Discover ___ American Express

Card Number: _____

Name (as it appears on card): _____

Expiration date (MM/YYYY) _____

CVC Code _____

WAYS OF GIVING IN ADDITION TO THE ANNUAL COMMITMENT

Challenge Match Gift – In addition to my personal financial commitment, I will make a challenge match gift to the Board Campaign. Please contact me to discuss challenge gift opportunities.

I will challenge each board member to match my gift

I will match each gift up to \$ _____

I know an organization/business that will offer a challenge match

Planned Gift – I am interested in supporting the work of Alzheimer's Resource of Alaska in perpetuity through a planned gift. I would like information on how to arrange for a legacy gift via:

Insurance policy

Beneficiary named in will or trust

Other _____

I have already arranged for Alzheimer's Resource of Alaska to be the recipient of my planned giving.

Please add me to your *Legacy Circle*.

Signature _____ Date _____

Alzheimer's Resource of Alaska
1750 Abbott Road
Anchorage, AK 99507

5/30/18

**Alzheimer's Resource of Alaska
BOARD MEMBER ANNUAL PLEDGE**

I agree to:

- Commit myself to actively support the Agency Mission Statement, which is:
Support Alaskans affected by Alzheimer's disease, related dementias and other disabilities to ensure quality of life.
- Abide by the purposes and responsibilities of the Board of Directors as contained in the Board Member job description.
- Serve on the board for a minimum of three years.
- Attend and actively participate in a minimum of 80 percent of the board meetings. Attend Board Retreats and other special meetings of the Board. Actively serve on at least one committee.
- Contribute personal financial support on an annual basis, with a meaningful contribution according to my means.
- Participate in and support the Agency's fundraising effort in one or more of the following areas:
 - ☐ Special events (plan, promote and attend special events such as Amblin' for Alzheimer's).
 - ☐ Donor cultivation (identify and contact individual and corporate donors).
- Recruit and support Board members and volunteers.
- Act as an informal spokesperson in the community for the organization's programs, policies and practices.
- Avoid, in fact and in perception, conflicts of interest. Disclose to the Board any known conflicts of interest or questions of conflict in a timely manner.

Signature - Board Member

Date

5/22/2017

Board of Director's Policy

Purpose

The Alzheimer's Agency has adopted the following policy to avoid any possible conflict between the personal interest of the board members and the interests of the Agency. The purpose of this policy is to ensure that decisions about Agency matters are made solely in terms of the benefits to the Agency and are not influenced by any private profit or other personal benefit to the individuals affiliated with the Agency.

The Alzheimer's Agency expects high standards of ethical behavior from its board members to protect the credibility and integrity of the organization. Each director and officer of the Agency shall, in the course of his or her duties on behalf of the Agency, act with strict loyalty and fidelity to the best interests of the Agency, exercise the utmost good faith in all matters and transactions involving the Agency, and adhere to the highest ethical standards as a director and officer of the Agency.

Conflict of Interest Defined

For the purposes of this policy, the following circumstances shall be deemed to create conflicts of interest because it might be inferred that such circumstances would influence the board member in the performance of his or her duties:

- A contract or transaction between the Agency and a board member. A "contract or transaction" is any agreement or relationship involving the sale or purchase of goods, services, or rights of any kind, the providing or receipt of a loan or grant, or the establishment of any other pecuniary relationship. The making of a gift to the Agency is not a contract or transaction.
- A contract or transaction between the Agency and an entity in which a board member or family member has an material financial interest or of which such person is a director, agent, partner, associate, trustee, personal representative, receiver, guardian, custodian, or legal representative.
- A board member competing with the Agency in the rendering of services or any other contract or transaction with a third party.
- A board member having a material financial interest in, or serving as a director, officer, employee, agent, partner, associate, trustee, personal representative, receiver, guardian, custodian, conservator or other legal representative of, or consultant to, an entity or individual that competes with the Agency in the provision of services or in any other contract or transaction with a third party.
- A board member accepting gifts, entertainment, or other favors from any individual or entity that does or is seeking to do business with, or is a competitor of the Agency under circumstances where it might be inferred that such action was intended to influence the board member in the performance of his or her duties. This does not preclude the acceptance of items of nominal or insignificant value or entertainment of nominal or insignificant value.

In addition to actual conflicts of interest, board members are also obligated to avoid actions that could be perceived or interpreted in conflict with the Agency's interest. For example, such a perception could occur if a board member had a past affiliation with an individual or organization seeking to contract with the agency.

Policy

Prior to a board or committee action on a contract or transaction involving a conflict of interest, a board member having a conflict of interest and who is in attendance at the meeting shall disclose all facts material to the conflict of interest. Such disclosure shall be reflected in the minutes of the meeting.

Each board member who becomes aware of a conflict of interest before a meeting or in the course of their personal activities should promptly notify the chair of the board. Furthermore, the chair shall disclose the potential conflict of interest to the other members of the board before any vote on the contract or transaction, and the disclosure shall be recorded in the board minutes at the meeting at which it is made. In such cases, a written disclosure statement containing all the material facts should be submitted. The material facts include the identification of any outside employment or consulting work, any membership, affiliation, or relationship that could constitute a conflict.

A board member will refrain from voting on any contract or transaction in which a conflict or potential conflict of interest occurs.

Where doubt arises whether a conflict exists or appears to exist, a written disclosure containing the material facts of the situation should be provided to the chair of the board. The board of directors, excluding the interested director, will determine if the situation constitutes a conflict of interest and shall determine the required action.

A disclosed conflict of interest shall not bar a board member from participation in board or Agency activities unrelated to the conflict of interest.

Dissemination

Each new board member shall be required to review a copy of this policy and to acknowledge in writing that he or she has done so. Annually, each board member will be given a copy of this policy and asked to disclose any conflicts and sign the attached acknowledgement concerning the report of potential conflicts of interest.

Disclosure and Acknowledgment

Please describe below any relationships, positions, or circumstances in which you are involved that you believe can contribute to a conflict of interest (as defined in the Board of Directors Policy on Conflict of Interest). If no conflicts exist, specify "none."



Check if no conflict of interest exists.

I hereby certify that I have read and understand the Agency's policy on conflicts of interest. I agree to report promptly any such conflicts that arise in my duties as director and, in other respects, to comply with the policy and its procedures.

Signature: _____

Date: _____