



## National Cooperative of Health Networks Association

### Board of Directors Statement of Affirmation for 2016-2017

I, \_\_\_\_\_, recognizing the important responsibility I am undertaking in serving as a Director of the National Cooperative of Health Networks Association (NCHN), hereby, personally pledge to carry out in a trustworthy and diligent manner all the duties and obligations inherent in my role as a Director. (Duties and Responsibilities are outlined in NCHN Duties and Responsibilities of Board of Directors.)

If, for any reason, I find myself unable to carry out the duties outlined below as best as I can, I agree to resign my position on the NCHN Board of Directors.

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Director's Signature/Date

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NCHN President's Signature/Date

#### **My Role**

I acknowledge that my primary role as a Director is to (1) contribute to implementation of NCHN's strategic plan to meet the mission of the Association; (2) participate in the governance of the Association; and (3) to carry out the functions of a Director as delineated in the NCHN by-laws.

My role as a Director will focus on development of policies that govern the implementation of NCHN's strategic plan and purposes. This role is separate and distinct from the role of Executive Director to who is delegated the determination of means of implementation.

#### **My Commitment**

I will exercise the following duties and responsibilities of this office with integrity, collegiality and due care:

1. To establish as a high priority my attendance on all Board of Directors conference calls and face-to-face meetings, assigned committees, and/or task forces on which I serve.
2. To come prepared to contribute to the discussion of issues and business to be addressed on scheduled calls and meetings, having read the agenda and background support materials relevant to the meeting.
3. To represent NCHN in a positive and supportive manner at all times and in all places.

4. To observe the parliamentary procedures outlined in Robert's Rule of Order and display courteous conduct during all Board calls, committee and task force meetings.
5. To refrain from intruding into administrative issues that are the responsibility of management, except to monitor the results and prohibit methods not in congruity with NCHN policy.
6. To avoid conflict of interest between my position as a Director and my professional and personal life. If such a conflict does arise, I will declare that conflict before the Board of Directors and refrain from voting on matters in which I have a conflict.
7. To support in a positive manner all actions taken by the Board of Directors even when I am in a minority position on such actions.
8. To agree to serve on Association committees or task forces, as needed, attend meeting calls and participate in the accomplishment of the committee's objectives. If I chair the Board of Directors, a committee, or a task force, I will:
  - a. Call meetings as needed until objectives are met;
  - b. Ensure that agenda and support materials are emailed to all committee members in advance of the meetings;
  - c. Conduct the meetings in an orderly, fair, open and efficient manner; and
  - d. Make committee and task force progress reports/minutes to the full Board of Directors on regularly scheduled conference calls, using adopted format.
9. To participate in:
  - a. The annual strategic planning process;
  - b. Board of Directors self-evaluation program; and
  - c. Board of Directors development conference calls, webinars, and other educational events designed to enhance my skills as a Director.