**FCA Board Member Expectations**

* FCA By-Laws will be strictly enforced. (See attached by-laws)
* Attend and contribute to monthly board meetings which are held on the 2nd Tuesday of each month or via Zoom at 5:30 PM
  + All absences must be reported with at least a 24 hour notice given to the Board President or Center Director. More than 3 unexcused absences within 6 months is grounds for termination. FCA would kindly ask any board member to communicate with the President about their intentions to leave the board as soon as possible so that FCA can recruit a replacement.
* Attend each First Friday event for at least two hours.  There will be a rotational schedule, where each member signs up to assist with greeting, pouring drinks, and mingling.
  + All absences must be reported with at least a 24 hour notice given to the Board President or Center Director. More than three unexcused absences within 6 months is grounds for termination. FCA would kindly ask any board member to communicate with the President about their intentions to leave the board as soon as possible so that FCA can recruit a replacement.
* Be the FCA representative at one Sip and Create each quarter (i.e. every three months).  FCA staff and the instructor will set up and tear down the event.  Your role is to welcome participants, describe FCA, and serve libations with a smile.
* Volunteer for at least three to four annual events hosted by FCA.
* As a working board, each board member must actively participate in one of the three FCA Committees: Promoting Art in the Community Committee, Fundraising/Budget Committee, Membership Committee and the Permanent Collection Committee. This is a requirement that keeps FCA a financially viable organization. Active participation is defined as engaging with committee members, attending meetings in person or via Zoom, and helping execute each committee’s vision.
* Plan to contribute 5-10 hours per month with Board Member duties.
* Actively engage the community about FCA, recruit volunteers, and/or board members.
* Be a true steward of the organization and keep the arts alive across all generations within Fremont County.

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_