

Board Member Statement of Understanding¹

Each member of the Board of Directors of the American Civil Liberties Union of Virginia (ACLU-VA) has a fiduciary duty to protect, maintain, and further the organization's ability to carry out its mission, which is as follows:

The ACLU of Virginia promotes civil liberties and civil rights for everyone in the Commonwealth through public education, litigation, and advocacy with the goal of securing freedom and equality for all.

It is the role of the Board of Directors collectively to ensure effective governance of fiscally sound programs and to provide strategic direction for the organization. As a member of the Board of Directors, I am fully committed to helping realize the organization's mission and agree to carry out these duties to the best of my ability. To that end, I assume the following responsibilities:

- To know the policies and programs of the ACLU-VA, and to oversee their implementation.
- To serve as an advocate for the ACLU-VA within my circles of influence (personal, civic, etc.); and to share my resources and talents with the organization, including expertise, contacts, etc.
- To understand the financial structure of the ACLU-VA, including its relationship with the national American Civil Liberties Union and the American Civil Liberties Union of Virginia Foundation.
- To review financial documents, and to know the organization's budget—including reviewing, approving, and monitoring the budget.
- To strictly maintain the confidentiality of all non-public information regarding the members and donors, operations, policies, interactions, and practices of the ACLU of Virginia and the prospective and actual legal activities of the ACLU of Virginia and its clients.
- To attend all scheduled Board meetings and to review the materials provided to Board members in advance of the meetings.
- To serve on at least one committee and to attend and participate in committee meetings.

¹ Adopted by the Board of Directors of the ACLU of Virginia on October 20, 2018. Board members shall execute this document upon joining the Board, and annually thereafter.

- To select the Executive Director, and to participate, under the leadership of the President and the Executive Committee, in the supervision of the Executive Director, who is the chief executive officer responsible for the day-to-day management and operations of the organization.
- To give annually to the organization what is for me a substantial financial contribution, either as a one-time donation or several times throughout the year.
- To help to raise money for the ACLU-VA. This work may take various forms, including: individual solicitation, writing mail appeals or thank yous, etc. I will work with the ACLU-VA staff to develop annually a Resource Development Plan to which I will commit.
- To withdraw from the Board if my circumstances change such that I am unable to fulfill my responsibilities as a Board member.

I understand that the ACLU-VA is an affiliate organization of the national American Civil Liberties Union (ACLU). Given that, I assume the following additional responsibilities:

- To be a member of the national American Civil Liberties Union.
- To maintain familiarity with the policies of the national ACLU and participate in the national ACLU as appropriate, including voting to elect members to the national ACLU Board.

Signed

Date