



SFDS BOARD MEMBER ACKNOWLEDGEMENT

As a member of the Board of Directors of the San Francisco Dental Society, I have a legal and ethical responsibility to ensure that the organization does the best work possible in pursuit of its goals. I support the purpose and mission of the organization and pledge my commitment to assist in carrying out its work. As a board member, I will consistently act responsibly and prudently and understand my legal, fiscal, and moral responsibility, along with my fellow board members, for the well-being of this organization. As such, it is my responsibility to:

- Abide by the Bylaws, Articles of Incorporation, Policies, and Board Operating Manual of the Society.
- Attend and actively participate in all meetings of the board and/or executive committee if an officer of the executive committee, including special meetings and participate in all such meetings, using fair, independent judgment and due care in conducting the business of SFDS. Failure to attend meetings may require an explanation and may result in review/appropriate action by the executive committee and board of directors.
- Participate in (1) the annual strategic planning retreat; (2) board self-evaluation programs; (3) any board orientation and development workshops, seminars and other educational events that enhance my skills as a board member. All officers/directors will have as one of their responsibilities the responsibility to serve as a delegate/alternate delegate to CDA house of delegates.
- Avoid all conflicts of interest with SFDS and excuse myself from discussions, decisions, and votes where I may have a conflict of interest or the appearance/potential perception of a conflict of interest.
- Exercise my authority as a board member **only** when acting in a meeting with the full board or as I am delegated by the board. Be loyal to SFDS, always exercising board powers in the interest of SFDS, and not for the interest of myself or others.
- Learn about SFDS, read financial reports and other SFDS documents, keep up-to-date on SFDS programs, and provide effective fiscal oversight and accountability in support of the Society's legal and corporate responsibilities, and approve the annual budget.
- Support in a positive manner all actions taken by the board of directors even when I am in a minority position on such actions. I will keep confidential information confidential. Actions of the board belong to the board.
- Comply with Society policies limiting or prohibiting digital notetaking or recording during SFDS hosted meetings, whether in person or virtual, including but not limited to AI.
- Work with and respect the opinions of my peers who serve this board, and leave my personal biases out of board discussions
- Stay informed about what's going on in the Society. I will ask questions and request information. I will participate in and take responsibility for making decisions on issues, policies, and other board matters
- Assure legal and ethical integrity and maintain accountability
- Assist in recruiting new members and retaining existing members
- Work in good faith with the CEO, staff, and other board members as partners towards achievement of SFDS goals
- Understand that administrative work/issues are the responsibility of management, except to monitor the results of the organization
- Endeavor to avoid conduct that reflects poorly on, undermines, or puts at risk the integrity and reputation of the Society.
- Understand that I am responsible for fulfilling my financial obligations related to activities such as the House of Delegates, guest expenses, and special events. I may be reimbursed for reasonable expenses in accordance with Board-approved reimbursement policies or published procedures.

If at any time I am unable to fulfill my term as a member of the Board of Directors of the San Francisco Dental Society, I will give appropriate notice of resignation to the President & Chair of the Board. I understand my position, term of office, and acknowledge that I have read and I accept the foregoing.