



Sample Board Recruiting Packet Template



The Nonprofit Everyone Can Relate To

Every Nonprofit's Mission

Every Nonprofit is committed to making a difference in its community and affecting change in the lives of those who help and/or need help.

About Us

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“Every Nonprofit has made a real difference in the way our community acts. The success of our volunteer programs over the past year is largely due to their help.”

Marcus Daily, City Programs Coordinator

Board of Directors

Frank Schultz
Jerry Brown
Natalie Smarten

For more information

To learn more about how to get involved in leadership opportunities, please contact us:

Natalie Smarten, President and Founder
nsmarten@EveryNonprofit.org

Tanya Gallegos, Executive Director
tgallegos@EveryNonprofit.org

Ronald Lowe, Managing Director
rlowe@EveryNonprofit.org



What People are Saying

Los Angeles Times: *“Donec volutpat augue quis turpis tristique et venenatis ipsum lobortis. Fusce tempus tristique tellus eu porttitor. Suspendisse venenatis fermentum viverra.”*

Orange County Register: *“Praesent nec justo vel orci tristique bibendum. Aenean felis sem, cursus at tincidunt sed, dignissim ut urna.”*

Coast Magazine: *“Quisque vitae magna quis risus adipiscing tristique eu id sem!”*

Results

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Natalie Smarten, President and Founder

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Board Commitment

Every Nonprofit is committed to making a difference in its community and affecting change in the lives of those who help and/or need help. The Board’s primary responsibility is to develop the widest possible support and community involvement for Every Nonprofit. We are the governing body of the corporation and we are responsible for managing the business and property of Every Nonprofit. As the Board we:

- Provide organizational leadership and direction
- Ensure that programming adheres to and achieves Every Nonprofit’s mission
- Oversee financials, including adoption and management of annual operating budget
- Develop volunteer leadership, recruiting a strong board of directors
- Give generously
- Raise funds and inkind support
- Promote Every Nonprofit to the public
- Serve a minimum of three years

Save the Date: 2010 Board Meeting Schedule

The board meets in the evenings the fourth Wednesday of every month

<i>January 27</i>	<i>May 26</i>	<i>September 22</i>
<i>February 24</i>	<i>June 23</i>	<i>October 27</i>
<i>March 24</i>	<i>July 28</i>	<i>November 24</i>
<i>April 28</i>	<i>August 25</i>	<i>December 22</i>

2010 Current Officers and Board of Directors

Frank Schultz, Board Chair
(714) 344-5566 fschultz@EveryNonprofit.org

Jerry Brown
(714) 344-5678 jbrown@EveryNonprofit.org

Natalie Smarten
(714) 344-7888 nsmarten@EveryNonprofit.org



Board Member Commitment

Every Nonprofit is committed to making a difference in its community and affecting change in the lives of those who help and/or need help. As a member of the Board of Directors of Every Nonprofit, I agree to support the mission of the organization. I understand that my duties and responsibilities include the following:

- Be a visionary... develop and review long-range goals and strategies to ensure we collectively advance award’s mission
- Contribute an annual cash gift of \$1500
- Support our mission to expose the community to locally sourced foods by covering (buying or selling) 20 tickets to our annual Giving is Living Dinner
- Serve a three-year term on the Board with the option for re-election to an additional term
- Support special activities of the Board, including fundraising and prospecting events or retreats as may be planned
- Serve on at least one Board committee
- Cultivate and recruit Board members
- Be a champion and inform others about awards and its mission
- Stay well informed about the organization by carefully reading minutes of the Board meetings, financial statements and other materials. Take seriously the legal, fiscal, and ethical responsibilities the Board carries. Be aware of and notice community activities and legal/ political developments which may impact the organization and/or its programs and bring them to the attention of the Board. Be familiar with the bylaws. Keep your Board “files” up-to-date by adding new materials as you receive them.

Board member name (Print)

Board member signature

Date



Board Member

Conflict of Interest Statement

Members of the Board of Directors (Directors) are elected by the Board itself to serve Every Nonprofit and its mission. Those who accept this position are expected to carry out their duties in a manner that inspires and assures confidence in the organization.

Directors shall exercise the utmost good faith in all transactions touching upon their duties to the organization and its property. In the dealing with and on behalf of the organization they are held to a strict rule of openness and honesty. Directors shall not use their positions, or knowledge gained from those positions, so that a conflict might arise between the organization’s interests and their own.

A conflict of interest arises in any situation in which a Director, and/or his or her immediate family, is involved in an activity that could adversely affect his or her judgment with respect to the business of Every Nonprofit or otherwise diminish the interests of the organization. When such a conflict arises, the Director with the conflict is expected to disclose in writing the existence of the conflict to the Executive Director or the Chair of the Board of Directors at the earliest possible time and to excuse himself or herself from all discussions and decisions related to the matter.

I, the undersigned, have read, fully comprehend, and agree to the terms set forth in the above policy.

Board member name (Print)

Board member signature

Date

[According to the California Nonprofit Integrity Act, board members should sign the statement annually.]



Sponsorship Opportunities

We do our work only with your support!

\$5,000+ Visionary

- Fusce ut massa at justo tincidunt sollicitudin.
- Donec at ante quam, placerat dapibus enim.
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- Maecenas eu odio lacus, sit amet tempus erat.
- Proin et felis et tellus consequat vehicula.
- Ut volutpat elit eu orci tincidunt blandit.

\$2,500+ Philanthropist

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- Sed eleifend tortor id sem vulputate dignissim non at eros.

\$500+ Star Contributor

- Aenean a augue eu ante consectetur aliquet.
- Integer vel metus nisi, quis cursus lectus.

\$100+ Friend

- Nam vitae purus odio, porttitor viverra enim.

Partners of EveryNonprofit

Mauris eu massa eget

Aliquam vel risus risus

Sed sodales tortor

Pellentesque suscipit

Praesent a turpis vitae urna facilisis

Morbi in metus nisi

Aenean mattis scelerisque purus

Nullam fermentum magna

Ut vulputate eros

Aenean mollis felis nec urna

Fusce feugiat faucibus orci

Cras sit amet augue elit

Sed eu ipsum nec justo imperdiet