

**New Mexico Military Museum Foundation, Inc.
 Board of Trustees Commitment Letter**

Board of Trustees:

Ralph Nava
Chairperson

Gregg Hecathorn
Vice-Chairperson

Tammy Scarlott-Maynard
Secretary-Treasurer

Bruce Adams
Member

Andres Romero
Member

Samantha Tubbs
*Museum Director, Ex-
 Officio Board Member*

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 and carry out the functions of the office of director and/or officer as delineated in the bylaws. I agree to serve up to an initial three (3) year term, renewal as set forth in the bylaws. As a board member, I will consistently act responsibly and prudently. I understand my duties to include:

1. 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:
 - Be familiar with our budget and take an active part in the budget planning process.
 - Know and support the policies and programs of the Foundation.
 - Take responsibility for making decisions on organization issues and board matters.
 - Interpret the organization's work and values to the community, represent the organization and serve as a spokesperson.
 - Keep up-to-date on the business of the organization.
 - Excuse myself from discussions, decisions and votes where I may have a conflict of interest.
2. Attend all scheduled board meetings. Should I be unable to attend a meeting, I will, if needed, be available for telephone consultation if possible. I will be fully prepared for, and diligently participate in board meetings, committee meetings and special events. Additionally, I will chair at least one board committee.
3. Make an annual personal financial contribution in a generous manner and will actively participate in all developmental activities as appropriate.
4. Take active participation in the organizations fundraising activities. This may include individual and/or special event solicitation or direct mail appeals or personal solicitations. Participate in sale of event tickets, if applicable, and purchase tickets for personal use.
5. Participate in board development workshops, seminars, retreats, and other educational events that may enhance my skills as a board member.
6. Work in good faith with my fellow board members and staff toward the achievement of the organization's goals. Should I fail to fulfill these commitments to the organization, I understand that the Board Chair will call upon me to discuss my responsibilities. Should a time come where I am no longer able to fulfill my obligations to the organization, it will be my responsibility to resign my position as a member of the Board of Trustees.

As a board member, I understand that the organization will be responsible to me in the following ways:

1. Quarterly financial reports and an update of organizational activities will be provided that allow me to meet the "prudent person" standards of the law. Further, I expect that I will have information about programs and policies, goals and objectives as appropriate.
2. Opportunities will be provided for me to discuss with the Board Chair the organization's programs, goals, activities and status. If the organization does not fulfill its commitments to me, I may call upon the Board Chair and Executive Director to discuss the organization's responsibilities to me.
3. The organization will carry Trustees' and officers' liability insurance.

 Print Name - Board of Trustees Member

 Signature - Board of Trustees Member

Date _____

RALPH NAVA
 Name - Chairperson

Ralph Nava
 Signature - Chairperson

Date _____