

# Hands & Voices New Mexico Chapter Board of Directors Commitment Declaration

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The Hands & Voices<sup>1</sup> New Mexico Chapter (HVNM) Board of Directors' purpose is to support the HVNM mission, which is dedicated to supporting families with children who are deaf or hard of hearing without a bias around communication modes or methodology. We're a parent-driven, non-profit organization providing families and others who care about children who are deaf or hard of hearing with the resources, networks, and information they need to improve communication access and educational outcomes for their children.

This objective is accomplished through outreach events, social networking, educational seminars, a website, advocacy training and support, lobbying efforts, and a state newsletter along with nationals' newsletter, Our purpose is to help stakeholders connect to the information necessary to ensure optimum potential for children who are deaf and hard of hearing.

The absence of paid central office staff and a stable operating budget requires that board members commit to service that sustains the operation and growth of the organization. Board responsibilities include fiduciary, legal, and ethical oversight of all operations.

## Commitment Declaration

In order to fulfill these service obligations, all Board members are asked to commit to the following expectations. These expectations are also part of the HVNM By-Laws, which describe the function and purpose of the Board of Directors.

1. **Governance Role:** Review, guide, and oversee HVNM activities to ensure their alignment with Hands & Voices Mission. Constructively participate in discussions; providing input and reflection that supports the mission and vision of Hands & Voices. Ensure dedication to, and use of assets for, the benefit of the public:
  - a. Review and approve the annual budget;
  - b. Review and approve major organizational decisions, commitments, and plans including expenditures;
  - c. Evaluate progress toward program and financial goals;
  - d. In conjunction with executive staff, provide leadership on organizational and programmatic goals;
  - e. Engender collaborative connections between other advocacy and support organizations, public and private agencies, and other states' Hands & voices chapters.

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<sup>1</sup> **Hands & Voices**, the Headquarters (HQ) of the organization will be identified in this document as Hands & Voices.



- f. Provide letters of support, review funding proposals and grants, and/or other educational submissions that may benefit the organization
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- 2. **Board Meetings:** Attend all Board Meetings in person or by phone and to contribute to goals and activities of the organization. Board members shall:
    - a. Inform the chairman of the board or executive director of inability to attend meetings or fulfill board assignments in a timely manner;
    - b. Have no more than two consecutive absences. After the third consecutive absence, the executive committee shall consider replacement;
    - c. Respond to all electronic communication in a timely manner;
    - d. Assure sustainability of the Board, recruiting board members and securing officers of the Board.
  - 3. **Staffing:** Hire, support and evaluate the Executive Director.
  - 4. **Fundraise:** Make a monetary donation (no minimum) to keep the organization within the 100% Board “giving” criteria (this is a requirement of most grant funding sources). Assist with fundraising by:
    - a) Arranging in kind donations;
    - b) Develop at least one Fundraiser;
    - c) Participate in at least one other additional Fundraising activities.
  - 5. **Strategic Planning:** Participate in at least two activities that are part of the current strategic plan, including but not limited to participation on committees, which are authorized by the board president.
    - a. Review and approve the strategic plan.
    - b. Develop parent and professional relationships.
    - c. Provide public awareness about HVNM and its mission.

Board term is two years. I understand that I am subject to all relative organizational policies set forth by HVNM and that the Board receives no compensation other than reasonable expenses. Reimbursement is not guaranteed and will depend on anticipated funding.

I have read, understand, and accept these responsibilities as a member of the HVNM Board of Directors.

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Signature

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Date