



BOARD OF DIRECTORS

Oath of Office

You are about to assume the role as an Officer or Director of this Association and thereby commit yourself to representing the best interests of our membership, the real estate industry, and the public we serve. As an Officer or Director, you are taking on certain legal and fiduciary duties in your position on the Board of Directors.

With this in mind, are you now prepared to take the Oath of Office?

Please raise your right hand...

Do you solemnly swear that you will administer the office to which you have been elected to the best of your ability and judgment, in conformity with the Bylaws and Policies and Procedures of our Association as well as of the State and National Associations? That you will adhere to and enforce the Realtor® Code of Ethics? And, that you will, in all your actions, be governed by the principles of integrity, honesty, justice and neutrality, and in every manner possible endeavor to promote and safeguard the best interest and welfare of the members of our Association, and the authority and practices of our Board of Directors.

If you do so subscribe, please say -- I do.

You may lower your hands.

By virtue of the authority conferred upon me by the Greater Alexandria Area Association of Realtors®, I do hereby proclaim you as officially installed into your elected office.

On behalf of all members of our Association and the entire Realtor® organization, congratulations and thank you for your commitment and willingness to serve.

Signature _____ Dated _____

Sworn by _____ Dated _____



President's Oath of Office

You are about to assume the role as President of this Association and thereby commit yourself to representing the best interests of our membership, the real estate industry, and the public we serve. As President, you are taking on legal and fiduciary duties in your position on the Board of Directors.

Are you now prepared to take the Oath of Office?

Please raise your right hand...

Do you solemnly swear that you will administer the office of President of the Greater Alexandria Area Association of Realtors, to the best of your ability and judgment, and in conformity with the Bylaws and Policies and Procedures of our Association as well as of the State and National Associations? That you will adhere to and enforce the Realtor® Code of Ethics? And, that you will, in all your actions, be governed by the principles of integrity, honesty, justice and neutrality, and in every manner possible endeavor to promote and safeguard the best interest and welfare of the members of GAAAR, and the authority and practices of the Board of Directors.

If you do so subscribe, please say -- I do.

You may lower your hand.

By virtue of the authority conferred upon me by the Greater Alexandria Area Association of Realtors®, it is my pleasure to hereby declare you as duly installed as President of the Association for 20__.

Signature _____ Dated _____

Sworn by _____ Dated _____



Agreement To Serve

I understand that as a member of the Board of Directors, I have a legal and ethical responsibility to ensure that the Association's long-term stability and integrity in pursuit of working to meet its goals, Mission Statement, and of the Strategic Plan. I believe in the purpose of the Association, and I will act responsibly and prudently as a steward of the Association. As part of my responsibilities as a Board Member agree and acknowledge the following:

Board Policies

1. I will immediately announce and openly disclose any actual or perceived conflicts of interest and recuse myself from discussions and votes where I have a conflict of interest that could bias my decisions. If I am asked or requested to respond to questions I will respectfully provide a neutral viewpoint.
2. I agree to and will maintain the confidentiality of Board conversations, deliberations, and business affairs both during my service on the Board and after my term ends.
3. I will abide by and publicly support the final decisions of the Board, including those with which I might have a differing opinion or disagree with.
4. I will respect my fellow Directors and the members of the Association, acknowledging differences of opinion, providing for open and respectful discussion, and making decisions only after listening to all points of view and all available data.
5. I will respect and support the business office of the Association, and the position and authority of the Association Executive/CEO. I will communicate ideas about office programs or administrative activities to the President rather than to business office staff, and I will refrain from making personal or special requests of the staff.

Board and Committee Participation

1. I will act in good faith and exercise my best efforts by attending, being active, and participate in the monthly Board and Quarterly General Membership meetings. I will faithfully prepare for discussions and decisions that affect the Association by reading information sent to me and by striving to be knowledgeable on issues of importance to the Association and its members.
2. I will disclose all pertinent facts, research, and information I have knowledge of on any issue discussed by the Board of Directors. I will make decisions in the best interest of the Association and based on factual data rather than unsubstantiated opinions.
3. As a Director, I will be an active ex-officio member of at least one Committee or Special Committee/Task Force to bring Board representation to the general committee members and will, if asked, be willing to take a leadership role on the committee.
4. I will also be willing to accept individual initiatives and to share my professional expertise during all meetings and events of the Association.

Outreach

1. I will promote the Association's work and values to the community, positively and respectfully represent the Association, and act as a spokesperson for the Association.
2. I will seek out and represent our memberships' needs and values to the Board, speak out for their interests and on their behalf, to hold the Association accountable.
3. I will uphold and promote the Realtors Code of Ethics to the Association members.



Resource Development

1. I will be an advocate for and help support the resource development of the Association, specifically:
 - a. I will make a personal commitment, to the best of my ability, to actively participate in Association sponsored events that are scheduled throughout the year.
 - b. I will reach out to other members to recruit active participation and involvement in Association events, classes, and meetings.
 - c. I will make an effort to reach out to our local community members and businesses to help identify and cultivate relationships that support the initiatives of the Association as donors, members, volunteers, and advocates.

Active Participation

1. I will stay informed about what's going on in the Association and developments in fields relevant to the Association. I will ask respectful questions and politely request information.
2. I will stay updated and informed about what's going on in the real estate industry, locally, regionally, and nationally. I will work to promote to keep our Association current with trends and business operations to remain an active, beneficial, and progressive Association.
3. I will participate in and take responsibility for making sound decisions on issues, policies, and other business matters of the Association. I will not stay silent if I have questions or concerns, and voice my questions and concerns in a respectful, intelligent manner.
4. I will read and understand the financial statements and otherwise assist the Board in fulfilling its fiduciary responsibility.
5. I will participate in the assessment of my fulfillment of these commitments and will, if asked, agree to step down from the board.

In turn, the Association will be responsible to me in the following ways:

1. I will receive regular financial reports and updates of the Association's events and activities that allow me to meet the "prudent person" standards of the law.
(To act with the same judgment and care as, in like circumstances, a prudent person would act.)
2. Opportunities will be offered to me to discuss with the President the Association's programs, goals, activities, and status.
3. The Association will help me perform my duties by keeping me informed about issues in the industry and field in which we are working and by offering me opportunities for professional development as a Board member.
4. Fellow Board members, Officers and staff will respond in a straightforward, truthful fashion to questions that I feel are necessary to carry out my fiscal, legal, and moral responsibilities to this Association.

I have carefully read and understand the terms of this agreement and hereby accept and agree to be bound by the terms contained herein. Should I breach this Agreement, I understand I will be held fully accountable both civilly and criminally. If for any reason, I am unable to carry out my duties as described in this Agreement, I agree to contact the President in a timely manner.

SIGNED _____ WITNESSED BY _____

PRINTED NAME _____ DATE _____