INTERNATIONAL DETAILING ASSOCIATION

# International Detailing Association
# Board of Directors
# Commitment to Serve 2021

**RECOGNIZING THE IMPORTANT RESPONSIBILITY I AM UNDERTAKING IN SERVING AS A MEMBER OF THE INTERNATIONAL DETAILING ASSOCIATION (IDA) BOARD OF DIRECTORS, HEREBY PERSONALLY PLEDGE TO CARRY OUT IN A TRUSTWORTHY AND DILIGENT MANNER ALL THE DUTIES AND OBLIGATIONS INHERENT IN MY ROLE AS A DIRECTOR.**

**MY ROLE**

I acknowledge that my primary role as a member of the Board of Directors is to contribute to the development of the organization's mission and to participate in governing the implementation of that mission.

My secondary role is to fulfill the functions of office delineated in the organization's bylaws. The implementation of this role is expressly limited to those activities and functions not directly or indirectly delegated to staff, committees and task forces.

**MY DUTIES**

As a Director, I pledge to willingly carry out the following duties with integrity, due care, and enthusiasm:

1. To establish as a high priority my attendance at and active participation in all meetings of the Board, and Committees on which I serve.
2. To come prepared to contribute to the discussion of issues and business to be addressed at scheduled meetings, having read the agenda and any background support material relevant to the meeting.
3. To familiarize myself with the IDA Bylaws and the IDA Code of Ethics.
4. To represent the organization as an ambassador for IDA in a positive, professional, and company/brand neutral manner at all times.
5. To observe the parliamentary procedures outlined in Roberts Rules of Order and exhibit mutually respectful conduct in all meetings I attend.
6. To avoid conflicts of interest between my position as a Board member and my personal and professional life. If such a conflict does arise, I will declare that conflict before the Board, will refrain from participating in the discussion and will refrain from voting on any such matters in which I have a conflict of interest.
7. To be conscious of and avoid any conversations that could be construed as potential anti-trust violations.
8. To maintain strict confidentiality of all business discussed at meetings of the Board of Directors, disclosing to others only such information the Board authorizes as appropriate for membership or public dissemination.
9. To support in a positive manner all actions taken by the Board of Directors even when I am in a minority position on such actions.
10. To make every attempt to attend and assist at any IDA Meetings and Events.
11. To actively recruit volunteers to serve on the IDA committee on which I serve as Board Liaison, ensure that meetings are well run and held on a regularly scheduled basis, promote completion of assigned goals, and make progress reports to the Board of Directors.
11. To refrain from implementing strategies or taking actions that have not been (1) reviewed and approved by the Board of Directors or (2) expressly delegated for action to the Committee within Board prescribed guidelines.
12. To evaluate IDA programs and services on a regular basis.
13. To approve and monitor the IDA budget and allocation of resources.

If, for any reason, I find myself unable to carry out the above duties as best as I can, or am unable to attend 80% of the scheduled Board meetings, I agree to discuss with the President my future obligations in serving on the IDA Board of Directors.

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Signature Upon Taking Office Date