

**DORER COMMUNITY SERVICE FOUNDATION INC**  
**ADVISORY BOARD OPERATING GUIDELINES**  
**Adopted by the Board of Directors 23 December 2021**

ARTICLE I

**Section 1.1.** *Purpose.* The Advisory Board (the “**Advisory Board**”) is a volunteer group of concerned, dedicated individuals that share a belief in the mission of the Corporation and a willingness to advance the mission by providing advice, expertise and support to the organization.

**Section 1.2.** *Responsibility of Advisory Board Members.*

(a) General responsibilities. Each Advisory Board member is expected to:

- (i) be familiar with the Corporation’s mission, programs and goals;
- (ii) positively promote the work of the Corporation and advocate for its interests;
- (iii) when possible, attend and support the Corporation activities such as fundraising or policy events;
- (iv) grant permission to the Corporation to publicize the member’s name and participation on the Advisory Board in order to draw positive attention to the Corporation and its mission;
- (v) make a good faith effort to attend meetings of the Advisory Board and such committee of the Board of Directors as the President may request; and
- (vi) attend the annual and/or holiday meetings of the Board of Directors.

(b) Individual responsibilities. The specific responsibilities of each Advisory Board member will be specified by the Board of Directors upon their appointment and may include but not be limited to:

- (i) fundraising – providing personal or business/corporate financial support for the Corporation needs, or connecting the Corporation to others with capacity to provide support;
- (ii) providing access to the Corporation staff and Board of Directors members to their connections to local or national resources, colleagues or peers; and
- (iii) if willing, participating in press and public awareness initiatives regarding the Corporation’s mission.

**Section 1.3.** *Structure of the Advisory Board.* The Advisory Board is a resource for the Corporation and each member of the Advisory Board shall be appointed by the Board of Directors by an election at a meeting of the Board of Directors and shall serve at the pleasure of the Board of Directors. Meetings of the Advisory Board may be held from time to time as called by the President. The President shall also serve as the chair of any such meeting and shall set the agenda of each Advisory Board meeting with the advice and counsel of Advisory Board members. Each Advisory Board member shall serve at the will of the Board of Directors.