



Board Member Agreement

PMI Central Indiana Chapter

As a member of the PMICIC Board of Directors, I accept a position of trust, leadership, and stewardship. I understand that my responsibility extends beyond my individual role or portfolio. Collectively, the Board is accountable for the mission, strategy, organizational health, and long-term sustainability of the Chapter.

In accepting this role, I commit to the following principles of leadership:

1. Steward the Mission and Govern Responsibly

I will act in the best interests of PMICIC and its members, uphold our bylaws, policies, PMI Code of Ethics and Professional Conduct, and fulfill my fiduciary duties of care, loyalty, obedience, integrity, and foresight. I will approach decisions from the perspective of what is best for the Chapter as a whole—not solely my individual function, portfolio, or preferences.

I will actively participate in Board governance, come prepared for decisions, raise concerns constructively during deliberation, and support the collective direction of the Board once decisions are made.

As part of this commitment, I will attend and prepare for at least 80% of Board meetings and complete all required annual governance documents.

2. Lead Strategically and Prioritize What Matters

I will translate PMICIC's strategic direction into clear priorities and outcomes within my area of responsibility while maintaining a Chapter-wide perspective. I will operate at the appropriate level for my elected role—setting direction, establishing priorities, allocating resources, removing barriers, and ensuring accountability—while empowering Directors and volunteer leaders to execute within clearly established decision rights.

I recognize that volunteer capacity is finite. Before introducing or expanding work, I will consider strategic value, available capacity, and existing commitments. I will be willing to stop, defer, simplify, or deprioritize work when necessary and will avoid creating unnecessary meetings, processes, approvals, reporting, or administrative burden.

3. Create the Conditions for Others to Succeed

My responsibility as a Board member extends beyond my individual contributions. I am accountable for creating the conditions in which Directors, volunteer leaders, and teams within my area can succeed.



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I will provide clear priorities, context, appropriate autonomy, timely coaching and feedback, access to information and resources, and active support in removing barriers.

I will maintain meaningful communication with the leaders I support and adapt my level of involvement to their needs; group meetings or passive communication alone will not substitute for direct leadership when additional guidance is needed.

I will proactively identify unclear expectations, capacity concerns, or emerging issues rather than assuming that silence means everything is working. I will balance accountability with empowerment and support the development of future Chapter leaders.

4. Communicate Directly and Collaborate as One Board

I will communicate clearly, respectfully, and through agreed-upon channels, ensuring that important decisions, commitments, risks, and changes are understood by the people affected and documented where appropriate. I recognize that posting information does not necessarily constitute effective communication and will use direct conversation when clarity, alignment, coaching, or conflict resolution requires it.

I will address concerns with the person closest to the issue whenever appropriate, seek understanding before escalating, and handle disagreement professionally. I will contribute to an environment where Board members and volunteers can raise ideas, questions, and concerns constructively.

I will collaborate across functional boundaries, share responsibility for Chapter-wide outcomes, and support my fellow Board members when organizational priorities require collective action.

5. Model Sustainable, Accountable Leadership

I will fulfill the responsibilities of my elected position, maintain visibility into the commitments, priorities, risks, and outcomes within my area, and communicate early when I cannot fulfill a commitment or need support.

I will seek and accept constructive feedback from fellow Board members, Directors, and volunteers and participate in periodic reflection on my own effectiveness and the effectiveness of the Board. I understand that accountability means both fulfilling my own responsibilities and ensuring that the leaders entrusted to my area receive the clarity and support necessary to fulfill theirs.



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I will model sustainable volunteer leadership, raise capacity concerns early, and help create a culture where asking for help, adjusting priorities, and acknowledging limitations are signs of responsible leadership—not failure.

If I am consistently unable to meet the expectations of my role, I will discuss the situation promptly with the Chapter President and work toward an appropriate resolution, which may include transitioning from the position.

6. Represent and Advance PMICIC

I will serve as an ambassador for PMICIC within the professional community, represent the interests and needs of our members, and help strengthen relationships that advance the Chapter's mission. Where appropriate, I will help cultivate members, volunteers, future leaders, partners, sponsors, and community relationships that contribute to PMICIC's long-term health.

I will remain visible and connected to the community we serve so that my leadership decisions are informed by the experiences of our members and volunteers.

Fiduciary Duties

I understand and commit to the following fiduciary obligations:

- **Duty of Care:** I will make informed decisions with the diligence and attention that a reasonable person would exercise in similar circumstances.
- **Duty of Loyalty:** I will act in the best interest of the chapter, avoid conflicts of interest, and recuse myself from discussions and votes where a conflict exists.
- **Duty of Obedience:** I will uphold and support the decisions of the Board, even if I personally disagreed during deliberation.
- **Duty of Integrity:** I will follow all applicable governance documents, including the PMI Code of Ethics and Professional Conduct and PMICIC's policies and bylaws.
- **Duty of Foresight:** I will think proactively about the long-term health and sustainability of the chapter and champion innovation and resilience.

I further agree to complete and submit all required annual documents:

- Conflict of Interest Policy & Questionnaire
- Confidentiality & Records Compliance Agreement
- Volunteer Culture Guidelines
- Intellectual Property Release (if applicable)

In return, PMICIC commits to creating the conditions necessary for Board members to lead effectively. This includes providing clear roles and decision rights, strategic priorities,



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appropriate onboarding and transition support, timely access to financial and organizational information, necessary systems and tools, leadership development opportunities, and mechanisms for raising concerns or requesting support.

We recognize that effective governance is a shared responsibility. Board members should be able to expect clarity, transparency, collaboration, and support from the Chapter and from one another.

By signing this agreement, I affirm my commitment to these principles and to serving PMICIC with integrity, accountability, and a Chapter-first mindset.

(Signature)

(Date)