



Resource: **Estimated Board Costs**

The following document is meant to be a guide in assessing the possible financial cost of being a member of the [ORGANIZATION] Board of Directors. These costs are estimated and should be recognized as such. The costs of a plane ticket, for example, will depend on rates, availability, and date of purchase. Please use this document as a tool to understand generalized basic costs of participation as a [ORGANIZATION] Board member. Also know that financial assistance is made available to all Board members as needed, and finances should never be a reason not to consider becoming a Board member. Board members are urged to contribute to the costs of participation at the level they are able.

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[ADAPT THIS SECTION AS NECESSARY]

Board Meetings

Board Meetings are usually Friday afternoon – Sunday afternoon. Financial estimates are based on the assumption that a Board member will have to travel Thursday night and leave Sunday afternoon. Board members are expected to attend all Board meetings.

Winter Meeting – typically in [Month]

Round trip Airfare	\$350
Lodging/ Hotel	\$100/night for 3 nights or \$300
Meals	\$35/day for 4 days or \$140

Total cost for winter meeting \$790

Summer Board Meeting – typically in [Month]

Round trip Airfare	\$350
Lodging/ Hotel	\$100/night for 3 nights or \$300
Meals	\$35/day for 4 days or \$140

Total cost for spring meeting \$790

Fall Meeting – typically in [Month]

Round trip Airfare	\$350
Lodging/ Hotel	\$100/night for 3 nights or \$300
Meals	\$35/day for 4 days or \$140

Total cost for fall meeting \$790

TOTAL COST for attendance at Board meetings \$2370

Financial assistance may be available upon request.

Conference Calls

Conference calls are an integral way in which work happens in committees and throughout the year. There is one Board call per month when in person meetings are not scheduled and committees can chose to communicate via phone or e-mail. While 800 numbers are available to access each of these calls, Board members are encouraged to dial directly to save the agency money. These estimates are based on direct calls.

Board Meetings Calls 1x/9 months – 1.5 hours at \$10/hour or \$15

TOTAL COST for conference calls \$135

Give or Get

At each Board meeting, [ORGANIZATION] members are reminded that [ORGANIZATION] policy requires each board member to donate or raise a minimum of **[\$X]** each. Board members can plan to donate in one lump sum or give a donation at each meeting that is reasonable given his/her own budgetary constraints.

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