|  |  |  |  |
| --- | --- | --- | --- |
|  | Please use this form to track the many ways you support [insert organization name here] and provide an [monthly/quarterly] update at board meetings. Your engagement allows both the board and staff to more effectively leverage the resources we need to fulfill our mission! | [insert logo here] |  |
| Individual Board Engagement Tracking Form | | | | |
| Attendance at regular Board Meetings | | | | |
|  | | | | |

|  |  |  |
| --- | --- | --- |
| Meeting Dates (1st/2nd Quarter) | Meeting Dates (1st/2nd Quarter) | What % of Board meetings did you Attend? |
| January April | July October | 1st Quarter \_\_\_\_\_\_\_ 2nd Quarter\_\_\_\_\_\_\_ |
| February May | August November | 3rd Quarter \_\_\_\_\_\_\_ 4th Quarter \_\_\_\_\_\_\_ |
| March June | September December |  |

|  |
| --- |
| What % of Board Meetings did you attend this calendar Year? \_\_\_\_\_\_\_\_\_\_\_\_ |
|  |

|  |
| --- |
| Volunteer Hours |
|  |

|  |  |  |
| --- | --- | --- |
| Task Descriptions | Dates of Service Hours | Total Hours Worked Per Quarter |
| **Committee Meetings** |  | **1st \_\_\_\_\_ 2nd\_\_\_\_\_\_\_ 3rd\_\_\_\_\_ 4th \_\_\_\_\_\_** |
| **Programs** |  |  |
| **Community Outreach** |  |  |
| **Fundraising** |  |  |
| **Special Event** |  |  |
| **Other:** |  |  |

|  |
| --- |
| What is the total # of Volunteer hours you contributed to the organization this year? \_\_\_\_\_\_\_\_ |
|  |
|  |

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| --- |
| Have you made a personal contribution to the organization at a leadership level this year?Yes \_\_\_\_\_\_ No\_\_\_\_\_\_ If no, why not? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |

Board Member Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Final Submission Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_