



Board Member Agreement & Term Limits Policy

Serving on the Board of Directors for Loyal Guardians Service Dogs Training (LGSDT) is a leadership role that carries both responsibility and commitment. Board members play a critical role in guiding the organization, supporting its mission, and ensuring the responsible growth of the service dog program.

This agreement outlines the expectations, responsibilities, and term limits associated with board service.

Purpose of the Board

The Board of Directors provides governance, strategic direction, and oversight for Loyal Guardians Service Dogs Training.

The board helps ensure that the organization operates ethically, responsibly, and in alignment with its mission.

Board members support the long-term success of the organization by assisting with strategic planning, fundraising, community engagement, and program growth.

Board Member Responsibilities

Board members are expected to:

- support and promote the mission of Loyal Guardians Service Dogs Training
- attend and participate in scheduled board meetings

- review materials and information prior to meetings
- assist with fundraising and donor development efforts
- contribute professional skills or expertise when possible
- act as ambassadors for the organization within the community

Board members are expected to act in the best interest of the nonprofit organization and the individuals served by the program.

Board Member Conduct

Board members agree to:

- uphold the integrity and mission of LGSDT
- maintain confidentiality regarding sensitive information
- follow all board policies including the Conflict of Interest Policy
- treat fellow board members, staff, and program participants with respect

Board members should model professionalism and ethical behavior when representing the organization.

Board Member Participation

Active participation helps ensure the success of the board.

Board members should:

- attend board meetings regularly
- participate in discussions and decisions
- assist with committee work or special projects when appropriate
- support fundraising initiatives and community outreach

Consistent participation allows the board to function effectively.

Board Term Length

Board members serve a three (3) year term.

At the end of the term, board members may be eligible for reappointment for one additional term if approved by the Board of Directors.

After two consecutive terms, board members may step down for at least one year before being considered for reappointment.

Term limits help ensure fresh perspectives while maintaining organizational continuity.

Board Resignation

Board members may resign from the board at any time by providing written notice to the Board Chair or Executive Director.

The board may appoint a replacement member to complete the remaining term if necessary.

Removal from the Board

The Board of Directors may remove a member from service if the member:

- fails to participate in meetings or responsibilities
- violates board policies
- engages in conduct that conflicts with the mission or values of the organization

Removal decisions require a majority vote of the board.

That's a really important question, Aleisha. As the founder and president, you absolutely want your governance documents written so they protect you, the mission, and the program you built.

Many founders get burned because the board structure gives the board too much power over the founder, especially early in the nonprofit.

The goal is balanced governance, not giving away control of the organization you created.

Below are key adjustments you should include in your Board Agreement and bylaws for LGSDT.

Founder Protection Clause

Founder Role

The Founder of Loyal Guardians Service Dogs Training serves as the Program Founder and President, responsible for establishing the vision, training standards, and operational direction of the organization.

The Founder maintains leadership authority over:

- program design and training standards
- service dog placement decisions
- day-to-day operations
- staff and volunteer management

The Board of Directors provides governance oversight and strategic guidance, but does not manage the daily operations of the organization.

Board Authority Limitation

Board Governance Role

The Board of Directors serves in an advisory and governance capacity.

Responsibilities include:

- strategic planning
- financial oversight

- fundraising support
- community advocacy

The Board does not interfere with the operational leadership of the Founder or program staff.

Founder Removal Protection

Founder Removal

The Founder may only be removed from their leadership position under extraordinary circumstances including:

- illegal activity
- gross misconduct
- actions that threaten the financial or legal stability of the organization

Removal of the Founder requires:

- a supermajority vote of the Board (at least 75%)
- documentation of cause
- opportunity for the Founder to respond

This protects against small groups trying to take over the organization.

Program Authority Clause

Program Decisions

All decisions regarding:

- service dog training methods
- service dog placement

- dog selection
- client eligibility

remain under the authority of the Founder or designated Program Director.

The Board does not override professional training decisions.

Board Composition Protection

Board Composition

The Board of Directors will consist of 3–7 members.

The Founder maintains the authority to recommend or approve new board members to ensure alignment with the mission and program standards.

Founder Voting Rights

The Founder serves as a voting member of the Board of Directors while holding the role of President.

Board Member Agreement

By signing below, I acknowledge that I understand the responsibilities and expectations of serving on the Board of Directors for Loyal Guardians Service Dogs Training.

I agree to uphold the mission of the organization and fulfill the responsibilities outlined in this agreement.

Board Member Name: _____

Signature: _____

Date: _____

Organization Representative

Name: _____

Title: _____

Signature: _____

Date: _____
