

LP – 2 Acknowledgement of FAE Trustee Responsibilities

Each time an individual is elected to the FAE Trustees, he or she shall obtain, read, and sign the following "Acknowledgement of Responsibilities". Failure to sign the acknowledgement within sixty days of the date it is provided to the FAE Trustee shall be deemed to be a resignation from the FAE Trustees. The FAE Trustees may approve one extension of the sixty-day deadline; said extension not to exceed sixty additional days.

FAE TRUSTEES ACKNOWLEDGEMENT OF RESPONSIBILITIES

By accepting my election to the FAE Trustees, I accept the following responsibilities:

1. To the best of my ability, diligently fulfill my fiduciary duties of care, loyalty, and obedience to the FAE.
2. Comply to the best of my ability with the Certificate of Incorporation, Bylaws, FAE Standing Rules, and other policies of the FAE, that apply to me, in particular FAE policy LP-1, Code of Conduct for FAE Trustees.
3. Maintain the confidentiality of information so designated by the FAE and release its content only with the express authorization of the FAE or as required by law.
4. Remain well-informed of developments within the profession and at the FAE.
5. Make decisions as a fiduciary of the FAE and a leader of the CPA profession. This means I will represent the best interests of the CPA profession and the public, irrespective of any special interest or geographic, demographic, or personal constituency.
6. Understand the role of the FAE, its mission, services, and environment.
7. Be thoughtful and objective in all FAE-related deliberations.
8. Be loyal to the FAE and its affiliated organizations. While differences of opinion are sure to arise, I agree as a FAE Trustee to keep disagreements impersonal.
9. Fairly and accurately present the positions taken by the FAE. Where my views differ from those of the FAE, I will take care to accurately identify the FAE position while distinguishing it from my own.
10. Prepare for and participate in FAE Trustee meetings and meetings of its committees and subcommittees.
11. Timely complete tasks and projects assigned to me and accepted by me.
12. Inform FAE leadership of changes in the marketplace and course attendee needs as I see them.

13. Publicize the value and work of the FAE; broaden interest in the FAE by using opportunities to explain its policies and services to relevant audiences.

14. Focus on the FAE Trustees' role as FAE policy setter understanding that the Executive Director is responsible for day-to-day operations.

Signature: _____

Date _____

Please Print Name: _____