



## Board Member Contract

I, \_\_\_\_\_, understand that, as a member of the Board of Directors of Variety Children's Charity of Greater Kansas City, I have a moral responsibility to ensure that the organization does the best work possible in pursuit of its vision, mission and goals. By signing this contract I understand that I am committing to serve one two-year term. At the end of my first two-year term, I may be nominated to serve an additional two years.

### **I will:**

- Join and maintain Variety yearly membership dues are due each November.
- Review and comply with all Variety Children's Charity By-Laws and Policies, including but not limited to Whistleblower, Personnel, Finance and Investment.
- Attend at least four (4) of the 8 eight board meetings and attend other related activities of Variety Children's Charity as appropriate.
- Actively participate on at least one (1) committee of the board and/or task force.
- Make an annual personal contribution at a level that is meaningful to me. Or, contribute financially at annual fundraiser, or host a fundraiser for Variety Children's Charity.
- Actively participate in fund raising activities on behalf of the organization; e.g. personal solicitation/major gift campaigns and or special events. Assist and support cultivation activities of new or existing corporate, foundation, individual and planned gift donors or prospects.
- Openly declare conflict of interest in relation to other personal and professional pursuits and excuse myself from discussions and votes where I have a conflict of interest.
- In good faith, support the staff and fellow board members in their decisions as it relates to administration and management.
- Maintain strict confidentiality of all business conducted by the board.
- Assist in member recruitment and development.
- Promote Variety Children's Charity of Greater Kansas Cities work and values to the community and act as a spokesperson.

I understand that the role of the board member is critical to the success of this organization. If, for any reason, I am unable to fulfill the above duties, I agree to discuss with the President of the Board my future obligations in serving on the Board of Directors.

\_\_\_\_\_  
Board Member Signature

Date \_\_\_\_\_



## Variety - The Children's Charity

### Whistleblower Policy

As a charity that relies on the trust of the public, the integrity, transparency and accountability of financial, administrative and management practices of Variety - The Children's Charity is critical. This information guides the decisions of the board of directors of Variety and is relied upon by the public. For these reasons, it is critical for Variety to maintain a workplace where concerns regarding questionable business practices can be raised without fear of any discrimination, retaliation or harassment.

All directors, officers, employees and consultants are encouraged to promptly report either orally or in writing to their immediate supervisor, all evidence of activity by a Variety department, director, officer, employer or consultant that may constitute any of the following:

- Questionable accounting practices;
- Inadequate internal accounting controls;
- The misleading or coercion of auditors;
- Disclosure of fraudulent or misleading financial information; and
- Instances of corporate fraud.

In instances where a satisfactory response is not received from your immediate supervisor, or if you are uncomfortable addressing your concerns to a senior officer, the President of the board of directors of Variety may be contacted by mail, telephone, fax, or email as follows:

Mr. Tim Maurer  
Technicolor Entertainment Services  
1631 Gardena Avenue  
Glendale, CA 91204  
Phone: (818) 260-3850  
Fax: (818) 260-1272  
Email: [tim.maurer@technicolor.com](mailto:tim.maurer@technicolor.com)

Anonymous written or telephone communications will be accepted.

Employers and consultants are encouraged to provide as much specific information as possible including names, dates, places and events that took place, the employee's or consultant's perception of why the incident(s) may be a violation, and what action the employee or consultant recommends be taken.

All complaints under this Policy will be promptly and thoroughly investigated, and all information disclosed during the course of the investigation will remain confidential, except as necessary to conduct the investigation and take any remedial action and subject to applicable law.

All reports made to supervisors and senior officers in respect of matters specifically covered by this policy will be reported to the board of directors of Variety.

Any individual who in good faith reports such incidents described above will be protected from threats of retaliation, harassment, discharge, or other types of discrimination including but not limited to respecting compensation or terms and conditions of employment, that are directly related to the disclosure of such reports. If any employee or other person believes they have been unfairly or unlawfully retaliated against in respect of a report made by such employee or person under this policy, they may file a complaint with their supervisor or with a senior officer in instances where they are uncomfortable filing the complaint with their supervisor. If such person is uncomfortable filling complaint with a supervisor or any senior officer, they may file their complaint with the President of the Board. Variety reserves the right to discipline any individual who makes an accusation without a reasonable, good faith belief in the truth and accuracy of the information or who knowingly provides false information or makes false accusation, and such discipline may result in termination in the case of a director, officer or employee or termination of the consulting contract in the case of a consultant any, if warranted, legal proceedings.

All directors, officers, employees and consultants have a duty to co-operate in an investigation. Should an employee or consultant fail to co-operate or provides false information in an investigation, Variety will take effective remedial action commensurate with the severity of the offense. This action may include disciplinary measures up to and including termination in the case of a director, officer or employee or termination of the consulting contract in the case of a consultant and, if warranted, legal proceedings.

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Please Print Name

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## Variety - The Children's Charity

### Conflict of Interest Policy

#### **Policy**

It is the policy of Variety - The Children's Charity to identify conflicts of interest involving Variety and related parties as well as situations which may give rise to an appearance of a conflict of interest and to address such conflicts and situations in a manner that will fully protect the integrity and reputation of Variety as well as related parties.

#### **Purpose**

To assume and ensure that Variety will live up to its high fiduciary obligations and operate in compliance with our highest value: "Positively impacting the lives of children in our communities and around the world."

#### **Origin**

To be approved by the Board of Directors as part of the effort to establish greater accountability on the part of Variety to the public.

#### **References, Resources and Explanatory Notes**

All Board of Directors members will read and sign. All staff and Chapter Trustees/Advisors will read, understand, and comply.

Refer to the National Director and to the Board of Directors for additional information.

For details on Variety's conflicts of interest policy, see Conflict of Interest Standard Operating Procedure.

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Please Print Name

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Signature

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Date