



**Statement of Commitment and Responsibilities**  
**Board of Directors**  
**South Dakota Golf Association Junior Golf Foundation**  
dba First Tee - South Dakota

**Mission:** To impact the lives of young people by providing educational programs that build character and instill life enhancing values through golf and The mission of the SDGA Junior Golf Foundation is to support junior golf activities across South Dakota. The Foundation awards six \$1,500 scholarships annually to junior golfers who are attending a post-secondary institution in South Dakota. The main focus of the Foundation is First Tee – South Dakota, which uses golf to teach core values, healthy habits, and life skills to young people across South Dakota.

**Our Purpose:** To enable kids to build the strength of character that empowers them through a lifetime of new challenges

*For over 15 years, First Tee – South Dakota a 501 (c)3 nonprofit youth development organization, has been creating experiences that build character to empower kids through a lifetime of new challenges and continuous personal growth. By seamlessly integrating the game of golf with a life skills curriculum, First Tee – South Dakota creates active learning experiences that build inner strength, self-confidence and resilience that kids can carry to everything they do. These character education programs are offered at 12 golf courses, 72 schools and 1 youth centers, impacting more than 31,600 kids annually in the state of South Dakota. The communities that we currently partner with are: Sioux falls, Dell Rapids, Madison, Brookings, Aberdeen and Rapid City.*

The South Dakota Golf Association Junior Golf Foundation has benefited from the devotion, service, and contributions of its members, friends and supporters since its inception. From this broad constituency, only a limited number of individuals have been asked to accept the special responsibility and honor of serving as its Directors. It is essential that those who are invited to serve in this capacity understand the range of responsibilities they are agreeing to fulfill.

The Board of Directors is the ultimate fiduciary of the South Dakota Golf Association Junior Golf Foundation dba First Tee- South Dakota. As fiduciaries, the Board of Directors holds the Foundation in trust and all actions taken must be for the ultimate good of the Foundation. The Board of Directors is charged with the general oversight of the Foundation's affairs in accord with its corporate charter, bylaws, evolving statements of mission and vision, and strategic plans.

The Nominating Committee is charged with nominating, researching, cultivating and inviting new Directors to the Board. This committee also reviews, evaluates, and makes recommendations regarding Directors who are eligible for re-election.

Members of the Board of Directors of the South Dakota Golf Association Junior Golf Foundation accept their responsibility and hereby clarify, for themselves and for those invited to join them in the future, what is expected of them through this statement of commitment and responsibility.

### **General Expectations**

- Support First Tee – South Dakota mission, vision purpose, goals, policies and programs, while knowing its strengths and need
- Accept and follow the bylaws of First Tee – South Dakota
- Serve actively on task forces /committees as requested by the Board Chair;

*Committee: Governance | Fundraising | Operations/Finance*

*Task Force: Programs | Marketing-Communications*

- Attend no less than 9 of the board meetings
- Support Nomination Committee by bringing forward possible nominees to the Board who are men and women of achievement, who can make significant contributions to the work of the Board and the progress of First Tee – South Dakota

### **Culture of Philanthropy – Financial Commitments**

1. The target give and get for each board member is \$3,000. The target “give” for each Director is set personally [enter personal give \$\_\_\_\_\_]. . AND, the “get” for each Director is the remaining dollar amount. The “get” can be achieved through donations from the Director’s personal and professional network, grants from affiliated corporate partners, and support for Chapter Golf Tournament and other events.

I pledge a total of \$\_\_\_\_\_ to be paid

I will pay the full amount today \_\_\_\_\_ or

I prefer to pay monthly \$\_\_\_\_\_(amount to billed monthly)

I will make the contribution in the form of Cash Check Credit Card

Volunteer hours, at the First Tee – South Dakota, will count towards the give amount.

Volunteer hours are the equivalent of \$30/hour. The board member needs to report their volunteer hours at the end of each month.

2. Make an annual “stretch” gift to First Tee – South Dakota, during the annual fundraising campaign, according to personal means, but no less than the minimum amount established by the Board and with the realization of the leadership role the Board must play in fund development.

3. Assist First Tee – South Dakota by implementing fundraising strategies through personal influence by asking friends and colleagues to donate to First Tee – South Dakota. Board Members will provide a list of potential donors with contact information or update an existing list.

### **Culture of Philanthropy – Non-Financial Commitments**

Participate actively in all First Tee – South Dakota fundraising special events, programs and activities

- Host** a donor house party/gathering
- Add** personal notes to solicitation letters
- Participate in a **prospect meeting** with staff and/or other board member
- Write notes** for cultivation and stewardship
- Make **phone calls** - stewardship, thank you calls or invitation follow-up calls
- Accompany staff on a **program tour** with prospective donors
- Secure a **corporate sponsorship** for chapter event
- Invite** a guest(s) to event
- Participate** in [event name]

Communications and Community Engagement

- Invite a group of friends/colleagues to **tour or volunteer** to an event or program site
- Ask at least 2 colleagues if they would like additional information about First Tee – South Dakota and get their email address
- Like and share First Tee – South Dakota on **Facebook and/or your social media of choice:**

### **Meetings**

- The board will meet on a monthly basis. On the third Thursday of every month, except for the month of July. Time of day will vary. Calendar invites to be sent out in a timely manner
- Attend not less than 9 of the meetings of the Board; and acknowledge that participation will be at my own expense:
  - I will attend the meeting prepared to contribute to discussion
  - Prepare for and participate in committee meetings, including appropriate organizational activities.
- Ask timely and substantive questions at Board and committee meetings consistent with personal conscience and convictions, while supporting and being consensus driven on issues decided by the Board.
- Suggest agenda items periodically for Board and committee meetings to ensure that significant policy-related matters are addressed.

### **Avoiding Conflicts**

- Serve First Tee – South Dakota rather than any special interest group or constituency.
- Avoid even the appearance of a conflict of interest that might embarrass the Board or First Tee – South Dakota and disclose any possible conflicts to the Board in a timely fashion.
- Never accept (or offer) favors or gifts from (or to) anyone who does business with First Tee -South Dakota.

### **Fiduciary Responsibility**

- Exercise prudence with the Board in the control and transfer of funds.
- Faithfully read and understand First Tee – South Dakota financial statements and otherwise help the Board fulfill its fiduciary responsibility.

### **Child Protection and Safety**

- First Tee – South Dakota is committed to creating and maintaining a safe and welcoming environments for all participants and individual affiliated with our organization. All board members and adults involved at First Tee – South Dakota must complete First Tee approved background checks and repeat every two years. Along with the background checks, all board members and involved adults must go through annual Safe Sport Training.

Please reach out to Julie Jansa for more information at [julie@firstteesouthdakota.org](mailto:julie@firstteesouthdakota.org) or 605.351.8808