



AFP Canada Board of Directors Norms of Behaviour

Through the creation of our board norms, the AFP Canada board seeks to demonstrate the profound impact of professional fundraising on the causes we serve, whether before government, in the media, within charities and with boards, donors, and our members. As a board, we do so through open and respectful dialogue that celebrates our different experiences, social locations, and perspectives to not only lift up all in the AFP community but acknowledges the need for us to be more inclusive, to evolve and always improve.

Through the agenda we will endeavour to:

- Have a relevant agenda that is manageable in the assigned meeting time;
- Follow the agenda;
- Identify guests, their roles and purpose for attending (biographies pre-circulated when available);
- When relevant, take items not requiring the full group's input offline; and
- Bring discussions to closure or conclude with next steps when not possible.

Celebrating all levels of experience with AFP and members' involvement, participants will strive to:

- Approach discussions with curiosity, assuming positive intent;
- When using acronyms, share an explanation/definition;
- Avoid "inside" jokes or references without context;
- Encourage engagement by all members;
- Support a safer place for discussion by all members; and
- Provide background on ongoing discussions carried forward from previous years.

For virtual meetings members are encouraged to:

- Include their full name and pronouns in their video name;
- Use their camera when feasible; and
- Ensure a single conversation led by the chair without a parallel conversation in chat.

With a goal of respecting all attendees' gift of time, effort will be made to:

- Begin and end meetings on time;
- Dedicate an appropriate amount of time to match the agenda, including introductions;
- Complete pre-reading before the meeting; and
- Ensure members connect with board buddies before and after meetings to address questions and encourage participation.

Approved by the Board of Directors on Friday, May 27, 2022.