

# **Library Foundation of Hillsboro**

## **Board Member Job Description**

1. In accordance with the Foundation's Bylaws, attends board meetings and important related meetings.
2. Participates actively in committee work.
3. Volunteers for and accepts assignments and completes them thoroughly and on time.
4. Stays informed about committee matters, prepares themselves well for meetings, and reviews and comments on minutes and reports.
5. Helps to build a collegial working relationship that contributes to a Board consensus.
6. Is an active participant in the Foundation's annual evaluation and planning efforts.
7. Participates in fund raising for the organization.
8. Financially commits to Foundation's signature fund raising efforts.