

GARDEN CITY LIBRARY FOUNDATION BOARD OF DIRECTORS

The mission of the Garden City Library Foundation (GCLF) is to support the Garden City Public Library in its efforts to inspire lifelong learning, advance knowledge, and strengthen the community of Garden City, Idaho.

To fulfill this mission, the Garden City Library Foundation focuses its fundraising efforts on the Bells for Books bookmobile, which currently serves over 1,000 children, and makes nearly 50 stops each year in Garden City's underserved neighborhoods. The foundation also provides fundraising support for 600 classes (18 literacy-based programs) conducted at the library.

The board of directors is central to realizing the vision, mission, and goals of the Garden City Library Foundation. Duties include:

- Possessing a clear understanding of the Garden City Library Foundation's vision, mission, goals, policies, and fundraising programs.
- Committing to regular attendance at all board meetings, committee meetings, and special events.
- Reviewing all materials prior to board and committee meetings.
- Actively participating in fundraising for the Foundation.
- Making a serious commitment to serve and participate on a committee.
- Staying informed about committee matters, prepare for meetings, and review and comment on minutes and reports.
- Reviewing financial documents.
- Building a collegial working relationship with other board members that contributes to consensus.
- Informing others in your sphere of influence about the Garden City Library Foundation and its mission.

Fundraising Requirements:

The board of directors contribute to the Foundation's success through participating in active fundraising (usually as part of a team) that includes:

- Identifying prospective donors, and making introductions;
- Cultivating prospective donors through hosting small parties;

- Attending events and bringing friends; and
- Asking for contributions, and helping thank donors.

Time Commitments:

The board of directors are expected to attend a one-hour monthly meeting, and committee meetings on which they serve. The Foundation conducts an annual fundraising event, which may require additional volunteer hours to support the event.

Term Limits:

The Garden City Library Foundation board position is a 3-year term with an option to extend another term.

Conflict of Interest and Confidentiality Policies:

The Garden City Library Foundation board members must act at all times in the best interests of the Foundation. When encountering potential conflicts of interest, board members shall identify the potential conflict, and remove themselves from all discussion and voting on the matter.

Board members must maintain the confidentiality of any personal or sensitive information they acquire during their service. This includes making statements to the media or the general public.