



Board of Directors Request for Information

Name: _____

Name of Employer: _____

Cell: _____ Work Phone: _____

Mailing Address _____

City: _____

Email: _____

Are you able to attend monthly foundation meetings? (2nd Tue/Month) _____

Affiliations/Clubs/Previous Board Experience:

Charitable or community activities:

Please write a brief statement explaining your understanding of the BCLSF purpose?

What skills and/or experiences qualify you to serve on the BCLS Foundation?

Please briefly explain why you would like to serve?

Submit completed application to foundation@bclsf.org



BCLS Foundation Mission Statement

Seek private financial support to shape our libraries as a fundamental community resource for today and future generations.

Responsibilities of the Board

- Maintain the mission, core values and purpose of the organization.
- Actively participate in strategic and organizational planning.
- Ensure strong fiduciary oversight and financial management.
- Fundraise and enhance the public image.
- Set annual goals and metrics; assess performance annually.

Duties and Responsibilities of the Board Member

- Serve as advocates and goodwill ambassadors of the foundation and fully engage in identifying and securing the financial resources and partnerships necessary to support the mission.
- Be familiar with and faithful to the by-laws, policies and board resolutions.
- Regularly attend a minimum of 75% of the meetings per year. Three (3) consecutive absences may result in separation. Currently meetings are held the second Tuesday of each month at 9 a.m. at the BCLS headquarters, 5 Pioneer Blvd, Westampton, NJ.
- Serve a three-year term; be eligible for re-appointments.
- Support the mission of the foundation by *leading by example*.
- Be a member of at least one committee and participate actively in committee work. Committee meeting frequency and times vary.
- Attend the annual strategic planning and evaluation retreat; attend all major fundraising and/or PR events.
- Faithfully keep abreast of the organizational and financial reports.
- At all times, be aware and disclose any conflicts of interest.
- Actively identify and/or recruit new qualified board members.
- Review, approve and be informed of all legal and fiduciary responsibilities.
- Maintain confidentiality about all internal matters of the foundation.

The following criteria will be considered in the evaluation process

- Is the candidate willing and able to commit the time necessary to carry out the duties of a member?
- Is the candidate genuinely interested in public libraries and aligned with its mission and purpose of the board?
- Does the candidate understand the local community, its social and cultural needs?
- Is the candidate able to collaborate with others to reach a common goal?
- Is the candidate open-minded, intellectually curious and respectful of the opinion of others?
- Does the candidate have enthusiasm to plan creatively and to effectively implement plans?
- Does the candidate have personal experience in one of the following areas: a) education, b) grant writing, c) architecture/engineering/construction, d) accounting/finance, e) technology, f) law/government, g) fund raising/sales, h) computer/technology and/or i) interest groups