



Library Board Member Agreement

I, _____, understand that as a member of the Board of Directors of the Swarthmore Public Library, I have a legal and ethical responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the purpose and mission of the organization, and I will act responsibly and prudently as its steward.

I understand that as part of my responsibilities as a board member:

1. I will actively assist the board in securing adequate funding for the library's future.
2. I will interpret the library's work and values to the community, represent the library, and act as an advocate for the library.
3. I will annually make a personal financial contribution at a level that is meaningful to me and participate in fund development activities.
4. I will act in the best interests of the organization and excuse myself from discussions and votes where a family member or I has a conflict of interest.
5. I will keep confidential matters confidential.
6. I will stay informed about what is going on in the organization and take responsibility for making decisions on issues, policies and board matters.
7. I will never exercise authority as a board member except when acting in a meeting with the full board or as a delegated by the board.
8. I will recognize the role of the board as a governing body and not a management body and work in good faith with the library director.
9. I will protect community members' freedom to read, view and listen, which might mean setting aside my personal preferences.

If I do not fulfill these commitments, I expect the board president or his/her delegate to take appropriate action.

In turn, the library will:

1. Provide me with the minutes, librarian's reports and monthly financial statement so that I can meet the "prudent person" standards of the law.
2. Work in good faith with me toward achievement of our goals.
3. Offer me opportunities for professional development as a board member
4. Keep the lines of communication open so that I may stay informed.

The library has provided me with an orientation with the librarian and the board president (or his/her delegate) to explain to me the history, mission, values, programs, pressing issues, finances, facilities, by-laws, organizational chart, committees, key staff members, etc. and I understand my rights and responsibilities under the library's by-laws and the law of the Commonwealth of Pennsylvania.

Board Member

Date

Board President

Date