

Richland Community Library

Board Member Orientation: _____

Date

- I have had an in-depth tour of the library. _____
- I have met all staff members. _____
- I have read through/received a copy of the Policy Manual. _____
- I have received/reviewed a copy of the Trustee Manual from the State of Michigan. _____
- I understand my obligations as a Board member will include the three “**A’s**” to include the following:
 1. Be an **Ambassador**- to help tell the Library’s story to persons in our Community.
 2. Be an **Advisor**- to make decisions on policy and programs.
 3. Be an **Advocate**- to carry out the MISSION of the Library.

I understand that, as a Board member, I am responsible for making ethical and practical decisions regarding the use of public and private monies that are used for operations.

I understand that, as a Board member, I must assist with the hiring (as needed) and evaluation of the Library Director.

I understand that, as a Board member, I must attend Board meetings and shall serve on any committee to which I have been appointed.

Name of Board Member _____

Signature _____ Date _____

My tenure as a Board member expires: _____