

**Board Member Responsibilities**

The Board of Directors shall be the governing body of the HBCU Library Alliance. The Board shall consist of five (5) elected and two (2) appointed voting Directors. Elected Directors will represent: one (1) public HBCU institutional member, one (1) private HBCU institutional member, one (1) 1890’s HBCU institutional member; and two (2) at-large HBCU institutional members, one of which will be other than a dean/director of the library, and the past-chair position. At-large positions are representatives from any HBCU institution and have the same privileges as other board members. The two (2) appointed voting Directors shall be experts chosen and appointed by the Board of Directors and may be from an HBCU institution, from an institution that is not an HBCU, unaffiliated with an institution, a member or not a member. Board members may serve non-consecutive terms but may serve no more than two consecutive ones.

The Chair and Vice-Chair may serve non-consecutive terms but may serve no more than two consecutive terms. The Board may invite a faculty member of an HBCU school of library and information science or other individuals to serve in an ex-officio, non-voting capacity. The elected Board members are chosen from a slate of candidates prepared by the nominating committee. In addition, from time to time, the Board can create ex-officio positions based on strategic need.

Responsibilities:

1. Enhance the Alliance’s visibility by clearly articulating mission and accomplishments to the public.
2. Ensure adequate financial resources to fulfill the Alliance’s mission.
3. Provide financial leadership in the organizational shift from free activities to fee-based activities.
4. Introduce the Board to funding agencies.
5. Identify possible fundraising opportunities and serve as principal for one or more fundraising goals.
6. Maintain current dues.
7. Make an annual personal financial contribution to the organization.
8. Support and evaluate the Executive Director.
9. Actively serve on committees or task forces.
10. Monitor and evaluate programs and services.
11. Remain updated and share developments in the field.
12. Suggest possible nominees to the board who can make significant contributions to the work of the board and the organization.
13. Serve as project support personnel to the Executive Director for one Alliance grant sponsored project.