



## Board Member Commitment to Serve

---

Recognizing the important responsibility I am undertaking in serving as a member of the Board of Directors for the Illinois Heartland Library System, I hereby personally pledge to carry out in a trustworthy and diligent manner all the duties and obligations inherent in my role as a member of the board.

### **My Role:**

I acknowledge that my role as a board member is to (1) contribute by defining the Library System's mission and governing the fulfillment of that mission, and (2) carry out the functions of the office of board member as specified in the Library System's bylaws and policies.

My role as a board member will focus on the development of board policies that govern implementation of the institutional plans and purposes. This role is separate and distinct from the role of executive director, to whom is delegated the responsibility of determining the means of implementation of board policies.

### **My Commitment:**

I will exercise the duties and responsibilities of this office with integrity, fairness, and due care.

### **My Pledge:**

- 1) To establish as a high priority my attendance at all meetings of the board, committees and task forces on which I serve
- 2) To come prepared to contribute to the discussion of issues and business to be addressed at scheduled meetings, having read the agenda, and all background material.
- 3) To represent the Library System in a positive and supportive manner at all times and in all places.
- 4) To support in a positive manner all actions taken by the board of directors even when I am in the minority position on such actions.
- 5) To refrain from intruding in administrative issues that are the responsibility of the management, except to monitor the results and prohibit methods not in agreement with board policy.
- 6) To recognize conflicts of interest between my position as a board member and my personal and professional life. If such a conflict does arise, I will declare that conflict before the board, and refrain from voting on matters in which I have a conflict.

- 7) To observe the parliamentary procedures outlined in Roberts Rules of Order and display courteous conduct in all board, committee, and task force meetings.
- 8) To make every effort to learn the job of being a board member and seek methods to help me function better as a part of the board team.
- 9) To participate in (a) the annual strategic planning (b) board self-evaluation programs and (c) board development workshops, seminars, and other educational events that enhance my skills as a board member.
- 10) If, for any reason, I find myself unable to carry out the above duties and responsibilities, I agree to resign my position on the Board of Directors.

---

Signed

---

Date

**Recommended motion: Motion to approve Samantha Carroll as public library trustee representative**