



**JACKSON COUNTY
LIBRARY FOUNDATION**

Fact Sheet for Board Members - 2024

JCLF Mission Statement - to secure and steward resources that support and enhance Jackson County Library Services.

Programs:

JCLF's primary responsibility is to raise, collect, manage, and disburse funds to Jackson County Libraries. All requests for funds are approved first by the Library Director and then by the full board of the Foundation. All library programs are administered by Jackson County Library Services, not by JCLF.

Board Meetings:

Regular board meetings take place on the fourth Tuesday of every month from 4:30 PM - 6:00 PM at the Medford Branch Library. A board packet containing all relevant materials will be sent to all members no later than Friday of the week prior. Attendance and active participation in meetings is expected. Two missed meetings may be grounds for removal from the Board of Directors.

Committee Meetings/Committee Work:

Committee Meetings are scheduled as needed. Minutes must be taken at all meetings and submitted for inclusion in the regular board packet. Active committees are: Executive, Finance, Board Governance and Recruitment, Fundraising and Donor Relations, and Relationship.

Work done by committee members is set according to that committee's goals and needs. Common tasks are donor thank you calls, engaging community stakeholders in the work of the Foundation, and networking for the purpose of board recruitment and donor cultivation.

Terms of Service:

The term is three years. A Board member's term may be renewed twice, if they wish and the board agrees, for a maximum of nine consecutive years of service.