



LITERACY COUNCIL OF MADISON COUNTY, INC.

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Literacy Council of Madison Council Mission Statement

The mission of the Literacy Council of Madison County is to provide education services to adult residents of Madison County to enhance their quality of life as jobholders, parents, and life-long learners.

Expectations of Board Members

1. Become informed about and maintain understanding of the council's mission, goals, and services. Read, understand and apply council Bylaws, actively participate in council governance, and follow all council policies, including Conflict of Interest, Confidentiality, and Code of Ethics.
2. Attend all board and committee meetings and notify the President when unable to attend. (Attendance at a minimum of 80% of board meetings is required in order to maintain board membership in good standing). Attend council events, including fund raisers, other major events, and training sessions.
3. Be a champion and goodwill ambassador for the Council and inform the community about the Council's work and its values.
4. Commit to serve on at least one standing or event-oriented Board committee as well as be prepared to accept special assignments.
5. Commit to adhere to all legal, financial, fiduciary and ethical responsibilities of the Board, and exercise reasonable duty of care in making financial and management decisions. Read minutes of all Board meetings, financial reports, budgets, and other materials, and be prepared to participate in an informed way in all board decisions. Be aware of community activities and legal/political developments in the community that may impact the Council and bring them to the attention of the board.
6. Build a collaborative and respectful relationship with other members of the board and the Executive Director. Seek out opportunities to discuss with the Executive Director and the President, the Council's programs, goals, activities and status.
7. Participate in Council fundraising campaigns and solicit funds from others for campaigns.
8. Assist in the recruitment of board members, students, tutors, and volunteers.
9. Seek to understand laws and regulations that may impact the Council such as payment of taxes and public disclosure of information, and work with the Executive Director and Treasurer to ensure that the Council is in compliance.

September, 2017