



## RESPONSIBILITIES OF THE FRIENDS OF KSPS BOARD OF DIRECTORS

*updated January 2025*

Friends of KSPS is a non-profit organization established to provide financial and volunteer support for KSPS PBS.

### **Board Members are expected to:**

- Know and effectively articulate the mission, purpose, goals and programs of Friends of KSPS; Understand and financially support Friends of KSPS/KSPS PBS in fulfilling its mission and vision; Participate in strategic planning to review purposes, priorities and goals and to monitor and support progress toward goals.
- Attend and participate in 80% of board meetings in a calendar year and serve on at least one committee. Review minutes, committee reports and other documents prior to the Board meeting. Financially support, attend, or participate in, fund raising events, special events and activities. Provide skills and expertise in technical areas such as finance, legal and public relations as appropriate.
- Make an annual donation, following the provisions of the *Friends of KSPS Board Member Giving Policy*.
- Actively seek and encourage others to financially support the organization through major gifts or legacy gifts.
- Fulfill fiduciary and legal requirements by making all reasonable efforts to ensure that the business and the operation of the organization are conducted in a planned, legal and fiscally sound manner.
- Be an advocate for the organization in the community by possessing accurate and current information about the organization's operations, programs, and services and by demonstrating commitment to the mission and goals.
- Approve the selection, compensation, and performance evaluation of the General Manager, including approval of dismissal, if necessary.
- Fulfill commitments within agreed-upon deadlines; and in the event, for whatever reason, they can no longer fulfill the duties and responsibilities of a Board member, immediately notify the Board Chair and make arrangements to transfer outstanding responsibilities to other Board members.
- Deliberate with many perspectives but to govern with one. Identify new board members who demonstrate a strong commitment to the mission and purpose of the organization and who can fulfill the responsibilities of board members as described in this document. Establish committees according to the needs of the organization. Review and amend by-laws as needed. Evaluate the board's performance in maintaining an effective mission-driven organization.

It is not our intention to expand the legal liability of the Friends of KSPS Board of Directors beyond Washington State Law.

***I agree to uphold these principles and fulfill these commitments in my service on the Friends of KSPS Board of Directors.***

Signature: \_\_\_\_\_

Date: \_\_\_\_\_