

# Board President

Elected Position

## Description

**WLA Board President takes office following one year in the elected position of Vice President/President-Elect**

- Voting member of the WLA Board
- Term of office is three years: first year as Vice President, second year President, and third year as Past President
- Office shall be assumed January 1
- Candidate must be a member of WLA
- Requires considerable time and support to carry out activities

## Responsibilities

### **Participate in Board activities and communications**

- Attend and facilitate Board meetings and WLA events
  - Three Board meetings are online and one is in-person at the annual conference
  - Annual leadership retreat is in-person
  - The WLA President is strongly encouraged to attend WLA events such as the annual conference, WA Library Legislative Day, etc.
- Read and respond appropriately to Board emails and attend ad hoc Board meetings if scheduled
- Familiarize yourself with the issues before the Board and prepare in advance for discussion and decision-making
- Participate in annual Board self-assessment and management company evaluation

### **Participate in financial planning**

- Serve on Finance Committee and attend short monthly online meetings

### **Participate in library advocacy**

- Serve on Legislative Committee and attend short weekly online meetings during WA legislative session
- Participate in contract negotiations with Legislative Liaison

### **Facilitate communication throughout the association**

- Establish Board meeting dates and agendas along with Executive Director
- Ensure continual sharing of information between and among the board, divisions, committees, and membership
- Prepare WLA President's column for each issue of *A/ki* during presidential term

**Authorized to hire, appoint, renew, or contract services to meet association needs, as well as terminate or otherwise discontinue agreements, with Board approval**

- With Board approval, hire and/or renew contract of Executive Management, Legislative Liaison, CPA services, legal counsel, *Alki* editor, etc.
- Set goals and identify priorities and timelines in coordination with WLA staff
- Evaluate Executive Management and Legislative Liaison in conjunction with Board

**Set directions for WLA in conjunction with Board**

- Update WLA Strategic Plan in cooperation with Board and Committee Chairs
- Establish and/or revise written criteria, expectations for activities of committees and task forces in conjunction with Board and Executive Director
- Appoint Standing Committee Chairs
- Establish Ad Hoc Committees
- Appoint Ad Hoc Committee Chairs
- Establish Task Forces

**Communicate with organizations, associations, and individuals representing WLA and its policies, positions, and views both formally and informally**

- In conjunction with WLA Executive Director, respond to information requests from government, legislature, and individuals concerning Washington libraries as well as WLA positions or policies
- Correspond or otherwise communicate with associations or groups interested in library services as appropriate
- Nominate or appoint persons to represent WLA on non-WLA committees, study groups, etc.
- May delegate these responsibilities as appropriate

**Liaison to other library associations and interested parties as delegated**

- Communicate WLA activities, encourages coordination and partnerships with other library associations
- Represent WLA at Board meetings or conferences of other associations as delegated, reporting to WLA as appropriate
- Review and/or negotiate non-contractual reciprocal association agreements as needed