

**LA PLATA COUNTY
POSITION DESCRIPTION
VOLUNTEER – IGNACIO COMMUNITY LIBRARY DISTRICT BOARD**

Strategic Plan Alignment: Thriving Families and Healthy Community

Purpose: To oversee the operation and administration of the Butch McClanahan Memorial Library in Ignacio.

Duties:

- a. To oversee the operation and administration of the Butch McClanahan Memorial Library in Ignacio.

Full Resolution creating the Ignacio Community Library District Board can be found in the La Plata County Code: Chapter 2, Article III, Division 14, Sec. 2-436 through 440

Qualifications:

1. Members must reside within the boundaries of the District.

Personal Commitments:

1. To attend all meetings of the Ignacio Community Library District Board unless previously excused by the Chair;
2. To follow the direction and formal guidance of the Board of County Commissioners;
3. To be well informed and prepared to discuss the proposed issues and business at scheduled meetings, including having read all materials relevant to the topic at hand prior to the meetings;
4. To fully participate in meetings of the Ignacio Community Library District Board;
5. To avoid any conflicts of interest or circumstances which would create a perception of impropriety;
6. To observe local, state and federal laws, particularly open meetings and open records laws;
7. To cooperatively work with and respect the opinions of other Ignacio Community Library District Board members;
8. To treat all constituents and staff members with honor, dignity and respect;
9. To avoid the acceptance of any gifts or favors related to one's service in this position;
10. To honor and comply with the La Plata County Code of Ethics Policy (attached);
11. To attend at least one Boards and Commissions volunteer orientation during the duration of my appointment.

I understand and agree to abide by these personal commitments and understand that I serve at the pleasure of the La Plata County Board of County Commissioners.

Name: _____ Date: _____

Signature: _____