

FRIENDS OF THE DAVIS PUBLIC LIBRARY

JOB DESCRIPTION

May 2017

TITLE: President

TERM: Elected – 1 term annually

DUTIES:

- Preside over all meetings of the Board and general membership
- Engage in all duties assigned by the Friends of the Davis Public Library By-laws
- Appoint standing and ad hoc committees
- Establish an annual Nominating Committee to identify a slate of potential elected officer candidates
- Give general direction to the Friends to fulfill and succeed in its stated mission
- Serve on the Finance Committee
- Chair the Executive Committee
- Participate, with other elected members, in the selection of appointed Board members