



Dear Applicant,

Thank you for taking an interest in being on the BCC Board! Please review the following information and complete the attached application.

**About BCC:**

The Bolinas Community Center is the heart of the community. A place where the community can come together to discuss important topics, raise money for good causes, learn new skills, honor community heroes, remember those who've passed, support neighbors in need, and have a good time. If you've lived in Bolinas for a long time, you already know how important the Center is to our community. If you're new to the area, the Center is a great way to get involved with Bolinas.

**About BCC Board Service:**

The BCC board is an all-volunteer board composed of community members. We are looking for new board members who are open minded, demonstrate a commitment to equity and inclusion, have skills to offer, and are committed to learning and growing in the best interest of the organization.

Board Members have a fiduciary, legal and ethical responsibility to act in a way that ensures that BCC operates in the best interests of BCC. Board members uphold the mission of BCC and serve as an ambassador of good will to enhance BCC'S standing in the community, this includes including volunteering at events and outreach activities. Board members serve 2-year terms, which can be

renewed. Serving on the Board takes a commitment of 2-4 hours per month, including monthly board meetings.

Key board responsibilities include:

- Supporting the BCC's mission and purpose
  - Attending the Board meetings, missing meetings only when it is truly necessary or unavoidable, always communicating with BCC Staff if not able to attend . Board meetings are scheduled the third Tuesday of the month, 5:00pm to 7:00pm
- Supporting the Executive Director and General Manager
- Overseeing the financial health of BCC, by approving an annual budget, and reviewing monthly financial reports.
- Establishing and/or approving organizational policies and procedures.
  - Personally, donating to the center in amounts appropriate to your means and maintaining an annual membership
  - Enhancing the organization's public image.
- Participating in board committees
- Helping with BCC Fundraising events or other volunteer opportunities

We would love to hear from you. If you are interested in joining the BCC board, please complete the attached application.

Thanks for your interest!

Bolinas Community Center

Board of Directors

