

BOARD MEMBER RESPONSIBILITIES AND OBLIGATIONS

The strength and success of the Festival is dependent on a satisfied public. In a very real sense Board members are public trustees and, as such, they must at all times use discretion and good judgment. As the volunteer leadership of this organization, your participation is vital and necessary to the annual success of our celebration. Your responsibilities as a member of the Festival's board include, but are not limited to:

- Attendance at all Board meetings. Any Active Board member, other than the Immediate Past Chair, who misses without sufficient cause, two (2) Board meetings, regular or special, may be terminated from Board membership.
- Attendance at the Annual Workshop and Annual Meeting
- Attendance at all special and official functions
- Serving on an Event Committee(s) as assigned
- All Board members are expected to be on-site at all events as they are assigned including Contract/Partner Events. At the event, the primary role of the Board member is to assist the staff member in overseeing the successful execution of the event. This includes set-up and breakdown of events, directing committee members, thanking sponsors, greeting participants, customer service and overall hosting, as applicable at the event.
- Working designated shifts at events as requested.
- Serving as Executive Board Liaison, Chair and/or Assistant Chair of an event or administrative committee, if appointed
- Supporting the Pegasus Pin Sponsorship Program and wearing a Pegasus Pin throughout each year's Festival
- Membership in the Kentucky Derby Festival Foundation at the Thoroughbred level or higher
- Lease Festival blazer and wear Festival Uniform at all designated Kentucky Derby Festival functions.*
- Ensure that Festival Events are safe venues for the participants' enjoyment. Should an incident or safety concern arise, a staff member must be contacted immediately. (Please refer to the Festival Safety Manual for detailed instructions regarding our safety policy).
- Updated, approved Board Member expectations will be presented and communicated clearly at the beginning of a Board Members term of service.

**The Festival branded blazers are part of the Festival uniform and property of the Kentucky Derby Festival. Directors are obligated to lease an Official Festival blazer and pay a portion of the overall cost of the blazer (approximately \$400 the first year). This cost helps to cover tailoring expenses and material. At the end of a Board Member's term of service, Board Members must return the blazer to the Festival (unless other arrangements have been made with the Festival). The Festival Uniform/dress code required of Board Members at each event changes pending the type of event and is communicated to Board Members ahead of time.*

Failure by any Board member to abide by any of these Responsibilities and Obligations may result in termination of Board Membership (BYLAWS, ARTICLE II, (N)).