



Board Member Roles and Responsibilities

Welcome!

We are so glad to have you join the Board of Directors of the Kentucky Derby Festival Foundation. We hope you find this experience rewarding as we work together to unite and inspire our community.

Our Mission:

Through funding and support for charitable, educational, cultural activities and historical preservation, the Kentucky Derby Festival Foundation fosters inclusive experiences for the community that inspire individual and community growth.

Our Vision:

Be recognized as a leading charitable organization that positively transforms our community FOR EVERYONE through our collective stories and authentic experiences.

As a Board Member of this prestigious organization, you should always speak, act, lead, and confer with peers in a manner consistent with our mission and vision. You should always strive to bring benefit, recognition, respect, and appreciation to this organization. The strength and success of the KDF Foundation are dependent on the values we live, the excitement we bring, and the overall perception of the community we serve. Together, we should all work to achieve the organization's collective goals.

As the volunteer leadership of this organization, and in a very real sense, public trustees, our participation is vital and necessary to the annual success and long-term realization of our vision. Our responsibilities as members of the Foundation's board include, but are not limited to:

- Attending all Board meetings, especially our "Annual Meeting"
- Attending special events and official functions
- Serving as an active member on event or program committees
- Working designated shifts at events as requested
- Wearing KDFFF name tag at all events and KDFFF logo clothing upon request
- Membership in the KDFFF at the Thoroughbred level or higher
- Supporting and encouraging participation in fundraising activities such as The Fillies Ball, Golden Ticket program, selling Pegasus Pins, and others
- Supporting and encouraging participation in activities of our affiliated organizations, KY Derby Festival Inc. and The Fillies Inc.

- If appointed as a Chair of a program or Committee, be responsible for working with the Foundation Staff liaison to set up program or committee meetings and identify a secretary within the committee structure to record (or cause to be recorded) minutes of the work done by the committee.
- Working with Foundation Staff liaison to maintain meeting agendas
- Being on-site at events as assigned to assist the staff member in overseeing the successful execution of the event. This includes directing committee members, thanking sponsors, greeting participants, customer service, and overall hosting, as applicable at the event.
- Promoting participants' enjoyment and safety at events. If you observe an unfortunate incident or see a safety concern arise, please immediately notify a staff member on-site.

Each Board member must complete a "Confidentiality Agreement" as part of their inclusion and participation on the KDFF Board of Directors.

Each Board member must complete a "Conflict of Interest Disclosure Form" as part of their inclusion and participation on the KDFF Board of Directors.

BOARD MEMBER EXPENSES

A KDFF Director Fee is required of all active Kentucky Derby Festival Foundation Board Members. The director fee is \$300 per year, due no later than December 31. A director may pay in installments so long as the final installment is completed no later than December 31.

Directors may choose to increase their level of Thoroughbred membership beyond the minimum included in the fee. (See Thoroughbred brochure for information about the benefits of membership at a higher level.)

All Board members are encouraged to participate in multiple fundraising activities at their discretion, both in manner and degree. (i.e., purchase event tickets, sell Golden Tickets, enlist corporate sponsors, distribute Pegasus Pins, elicit donations, etc.)

Every Chair, Assistant Chair, Board Member, and volunteer must pay for any applicable tickets to events on which they work if they wish to attend.

Updated, approved Board Member expectations will be presented and communicated clearly at the beginning of a Board Member's term of service.

Failure by any Board member to abide by these Roles and Responsibilities may result in termination of Board Membership.

I agree to these Roles and Responsibilities: