

DATE

NAME

ADDRESS

CITY, STATE ZIP

Dear FIRST NAME,

We would like to ask you to consider joining XXXX County Imagination Library’s Board of Directors. We have chosen you specifically because we believe that you have so much to offer this organization, and we know that you are passionate about the success of our youth through early childhood education, pre-literacy skills, and reading.

[AFFILIATE NAME] is an affiliate of Dolly Parton’s Imagination Library. [AFFILIATE] strives to create a lifelong love of reading in young children, prepare them for school, and inspire them to dream more, learn more, care more, and be more. To meet this mission in XXX County, we mail one age-appropriate book per month to registered children from birth through five years old. We sent our first books in [DATE], and have mailed over #### books to date. Our goal in YEAR is to send ##### books!

As a nonprofit organization, we must build a board that is committed to both fundraising and working to help with the overall direction of the organization. In addition to general board requirements, we have more specific requests from each individual member. If you decide to accept our invitation to become a board member, we ask for the following specific commitment from you:

* Help us with fundraising from your friends, family, and other networks
* Utilize your legal experience to assist [AFFILIATE] with legal needs (SPECIFIC NEEDS CAN BE LISTED FOR INDIVIDUALS)
* Help us reach out and build relationships with other organizations
* General Board responsibilities (see attached)

We understand that joining this Board is a significant commitment, so please let us know if you have any questions or concerns. Our next meeting is on [DATE and TIME].

We look forward to hearing from you!

Sincerely,

SIGNATURE

NAME, BOARD POSITION

[AFFILIATE NAME]