

APPLICATIONS FOR APPOINTMENT TO THE BOARD OF TRUSTEES

NOW AVAILABLE AT DESK

Position Description for Public Library Trustees

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| Job Title: | Library Board member |
| Accountable to: | The taxpayers and the people served by the library |
| Responsibilities: | Responsible for working with other board members to oversee the library, establishing policy and plans, determining the final budget and conducting public relations |
| Duties: | Attends and participates in all board meetings Reads board meeting minutes and other materials sent out before the board meeting Becomes informed about all phases of library operation Serves on committees as assigned by board chair Lends expertise and leadership to the board for the good of the library Actively participates in activities and workshops Helps to secure adequate municipal funding for the library Participates in fundraising activities Visits the library often |
| Qualifications: | Appreciation of the library and a desire to provide the best possible library service for the community Willingness to be a team player |
| Skills and Abilities: | Ability to work with people |
| Ability to plan: | Ability to put aside personal preferences for the greater good of the library. |