

Library Trustee

Job Title: Library Trustee

Accountable To: The taxpayers and the people served by the library.

Responsibilities: Responsible for working with the board to oversee the general operation of the library, establish policy, determine the final budget, conduct public relations, and plan.

Duties: Attend all board meetings. Read board meeting minutes and other materials set out before the board meeting. Become informed about all phases of library operation. Participate appropriately in board meetings. Serve on committees as assigned by board chair. Lend expertise and leadership to the board for the good of the library. Actively participate in statewide workshops and activities. Participate in fundraising activities. Visit the library often and become acquainted with its services by using them.

Qualifications: A true sense of the library's enormous importance to the economic and social life of the community. Appreciation of library and a desire to provide the best possible service for the community. Sensitivity to the political conditions in the community.

Skills, Beliefs, and Abilities:

Ability to work with people. Ability to lead and preside at board meetings. Ability to plan. Belief in the importance of access to the materials of lifelong independent learning for everyone. Ability to communicate effectively.

Adopted: 10/11/07

