

### The duties and responsibilities of a Library Trustee:

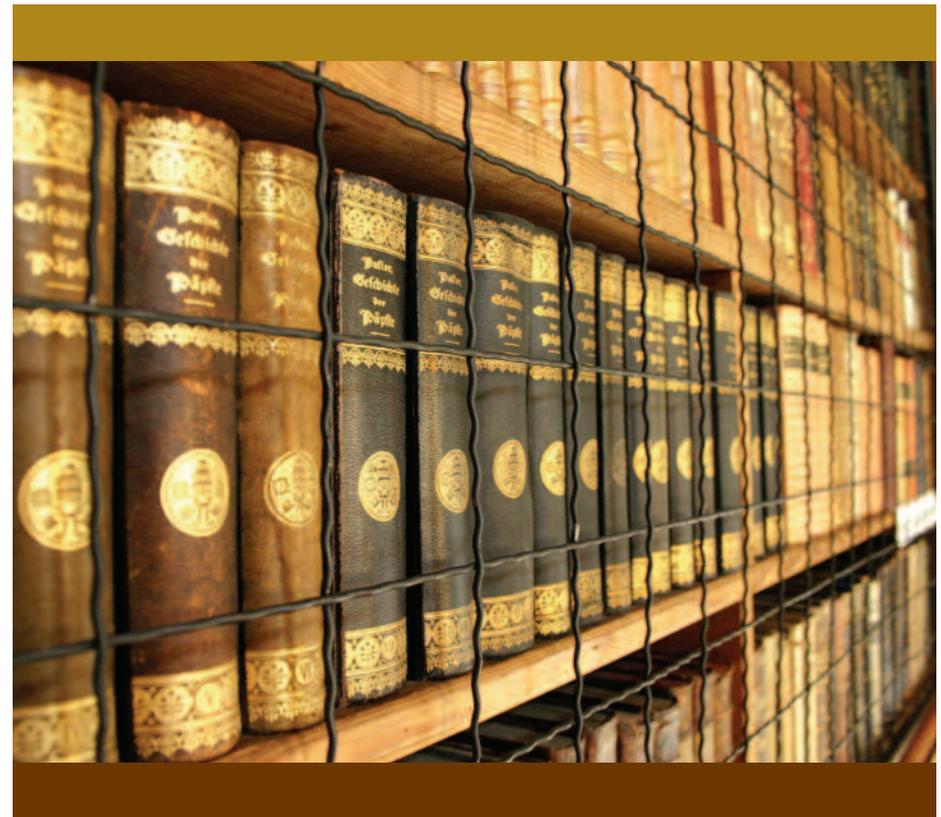
- Create and develop the mission of the library;
- Select, hire and regularly evaluate a qualified library director;
- Secure adequate funding for the library's service program;
- Exercise fiduciary responsibility for the use of public and private funds;
- Adopt policies and rules regarding library governance and use;
- Regularly plan and evaluate the library's service program;
- Maintain a facility that meets the library's and community's needs;
- Promote the library in the local community and in society in general;
- Conduct the business of the library in an open and ethical manner in compliance with all applicable laws and regulations and with respect for the institution, staff and public.

P.O. Box 11048  
Albany, New York 12211  
518.445.9505  
[www.librarytrustees.org](http://www.librarytrustees.org)

# Why Become a Library Trustee

at

---



## WOULD YOU LIKE TO:

- Help make decisions for your library's future
- Have a voice in charting the direction of your library
- Become a community leader

*If you can answer yes to any one of these, consider serving your community as a library trustee.*

Public libraries have grown from quiet repositories of books to become hubs of community activity offering job/career information, access to computers, the latest DVDs, CD's, audio books, E-books and a variety of public interest programs.

[www.librarytrustees.org](http://www.librarytrustees.org)



Public libraries serve the community. The quality of that service depends on the Library Director who oversees and manages the day-to-day operation of the library, and the Board of Trustees who develop policy and provide fiscal oversight which is critical to the life and direction of the library. Working together, the Library Director and Board of Trustees will have a positive impact on the communities they serve.

To become a library trustee is to become a community leader. A library trustee holds a position of trust to represent the best interest of the community. As a trustee, you have direct influence in guiding and determining present and future decisions for the library. Through responsible policymaking you will set the course for operational procedures which focus on excellent customer service and organization effectiveness, as well as efficiency.

A library trustee works with the other trustees on the board and with the Library Director to make the best fiscal decisions for the library. It is also the responsibility of the full board to hire and evaluate the library director. Trustees must see that the Board and the Library comply with all applicable laws and regulations.

When you accept the role of a library trustee, there are many opportunities available to educate yourself in your governance role. The Library Trustees Association of New York State is your professional organization which educates, represents and advocates for library trustees. Information can be found on [www.LibraryTrustees.org](http://www.LibraryTrustees.org).

The Library Trustees Association

of New York State supports

library trustees and offers an

annual Trustee Institute to

provide ongoing training.

For further information,

visit their web site at

[www.librarytrustees.org](http://www.librarytrustees.org)