

A. PURPOSE OF THE LIBRARY BOARD OF TRUSTEES

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Trusteeship by definition is the agency of a person or persons designated to act as governors or protectors over property belonging to another. Since a public library belongs to its entire community, library boards have been created by law to act as citizen control or governing body of the library. Library trustees accordingly are public officials and servants of the public, and the powers delegated to library boards are a public trust.

Duties and responsibilities inherent in this public trust may be loosely classified as being of two kinds: the legal responsibilities specifically enjoined upon the board by statute, and the practical responsibilities dealing with day-to-day operation of the library.

The statutory board powers, such as fiduciary responsibility, handling of buildings and real estate belonging to the library, and control of the library's finances are clearly defined in the state and municipal laws affecting libraries. Legal responsibilities of a library board are binding, and cannot be delegated. Trustees at all times must accept and abide by this fact.

B. DUTIES AND RESPONSIBILITIES OF THE LIBRARY BOARD

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1. Employ a competent and qualified librarian.
2. Determine and adopt written policies to govern the operations and programs of the library.
3. Determine the purpose of the library and secure adequate funds to carry on the library's program.
4. Know the programs and needs of the library in relation to the community; keep abreast of standards and library trends.
5. Establish support and participate in a planned public relations program.
6. Assist in the preparation of the annual budget.
7. Know local and state laws and actively support library legislation in the state and nation.

8. Establish among library policies those dealing with book and material selection.
9. Attend all board meetings and see that accurate records are kept on file at the library.
10. Attend regional, state, and national trustee meetings and workshops, and affiliate with the appropriate professional organizations.
11. Be aware of the services of the state library extension agency.
12. Report regularly to the governing officials and the general public.

C. DESIRABLE QUALIFICATIONS

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1. Interest in the library, the community and the library's relationship to the community.
2. Readiness to devote time and effort to carrying out the duties of a trustee.
3. Recognition of the library's importance as center of community culture.
4. Close acquaintance with the community's social and economic condition and groups within the community.
5. Ability to work well with others.
6. An open mind, intellectual curiosity and respect for opinions of others.
7. Initiative and courage to plan and carry out policies, and withstand pressures and prejudices.
8. Devotion to the library's welfare and progress is the most important qualification.

D. LONG RANGE PLAN

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The Long Range plan developed by the Long Range Planning Committee was officially adopted by the Library Board on February 5, 2009.