



# Library Board of Trustees Application

The Garrison Public Library Board of Trustees is seeking applicants to serve on the Library Board of Trustees. Trustees are appointed to a six-year term. If you are interested in serving on the Library Board, please fill out this application. The Garrison Library Board meets the 2<sup>nd</sup> Tuesday of the month.

## Responsibilities

To advocate for the library in the community, to oversee the general operation of the library and monitor its effectiveness, to establish policy, to determine the budget, to conduct public relations, and to plan for the future of the library.

## Duties

Attend all board meetings and participate appropriately. Read board minutes and other materials. Be informed about all phases of the library's operation. Lend your experience and leadership to the board for the good of the library. Participate in 3-5 hours of board development training each year. Actively participate in activities. Participate in fundraising activities. Visit the library often and be acquainted with its services by using them. Be an advocate for the library.

**Qualifications** Possess a true sense of the library's enormous importance to the economic, social, creative, and educational life of the community. Have an appreciation for the library and a desire to provide the best possible services for the community. Must reside in the city of Garrison.

## Skills, Beliefs, Abilities

- The ability to work with people.
- The skill to lead and preside at board meetings.
- The ability to plan.
- The belief in the importance of access to the materials of lifelong independent learning and creativity for everyone.
- The ability to communicate effectively.

**Appointments** The trustee is accountable to the taxpayers and the people served by the library. Library Trustees are appointed by the Mayor. There is no monetary compensation for this position. Trustees serve a six-year term and may be eligible to serve multiple terms. The Garrison Public Library Board of Trustees meets on the second (2<sup>nd</sup>) Tuesday of each month at 5:00 pm.

## To Apply

Submit completed application to the library or email to [gplibrary@garrison.lib.ia.us](mailto:gplibrary@garrison.lib.ia.us). Please direct questions to the Library Director at 319-477-5531.

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ *\*Must reside in Garrison.*

Phone \_\_\_\_\_ Email address \_\_\_\_\_

Why are you interested in serving on the Library Board of Trustees?

How often do you use the Garrison Public Library? What other libraries are you familiar with?

Please share your opinion on the importance of libraries.

What challenges do you think our library faces?

Please describe any experience or expertise you have that you feel would be beneficial to the Board of Trustees.

How long have you lived in Garrison?

What segment(s) of the Garrison community do you feel you represent? *(Possible examples: retiree, parent of young children, small business owner, etc.)*

Do you presently serve in any other appointed position on a Board, Commission or Committee? *If yes, what position? If not, do you have previous experience on a Board or Commission?*

Please add any other information you would like to share.

Thank you for your interest in service to the community of Garrison.

Signature \_\_\_\_\_