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## WHAT IS A LIBRARY BOARD AND WHAT DOES IT DO?

The Library Board is the governing body of the library. The Library Board does **NOT** micromanage the library.

The Library Board **DOES**:

- Hire and evaluate the library director
- Oversee library funds
- Create policies for the library
- Advocate for the library

## WHAT IS A LIBRARY TRUSTEE?

The American Heritage Dictionary defines a trustee as “a member of a board elected or appointed to direct the funds and policy of an institution.”

## WHAT IS THE TERM FOR A LIBRARY TRUSTEE?

Some Library Trustees are elected, others are appointed. Trustees may serve for a five year term. More information can be found at [http://libraries.idaho.gov/files/IdahoLibraryLaw\\_2017.pdf](http://libraries.idaho.gov/files/IdahoLibraryLaw_2017.pdf)

## ARE LIBRARY TRUSTEES PAID A SALARY?

As required by Idaho law, Trustees serve without compensation.



# What are the duties and responsibilities of a Library Trustee?

1. Employ a competent, qualified library director.



2. Create written policies to

govern library operations and programs.



3. Determine library purpose and secure adequate funds for programs.



4. Know the community and its library needs, keep current on library standards and trends, support staff and director in carrying out library programs.



5. Participate in the library's public

relations program.



6. Prepare and approve the annual budget.



7. Know local and state library laws

and support library legislation in

the Idaho and federal

governments.



8. Establish materials selection

policy for the library.



9. Attend board meetings and see

that accurate records are kept on file at the library.



10. Attend Trustee meetings

and workshops and join

professional library

organizations.



11. Be aware of the resources available through the Idaho Commission for Libraries.



12. Report regularly to

governing officials and the

general public.



IDAHO COMMISSION FOR LIBRARIES

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