

# Library District Recruitment for Board of Trustees Q&A Session

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February 18, 2025

# Positions and Timelines

- One open position – 1 – five-year term
- Selection Committee – Commissioners Levy and \_\_\_\_\_, Councilwoman Adams and Marquis; ex officio members, Library Trustees Duran and Wirba
- Timeline
  - March 7 - Your Application is Due!
  - March 11 – Board Meets to recommend candidates for interview
  - Week of March 24 - Selection Committee meets to review candidates and determine scheduled for interviews
  - By April 14 - Selection Committee interviews conducted
  - By April 21 – Selection Committee selects Trustee
  - By April 30 - Elected bodies ratify selection
  - May 20 – Newly appointed trustee sworn in at first monthly meeting

# Why Trustees are Important

1. Adopt library policies and bylaws for, and participate in all board meetings.
2. Have custody of library property.
3. Hire the library director. Empower them to manage the day-to-day operation of the library. Evaluate the director's performance annually.
4. Secure adequate funding and practice responsible fiscal management of the public money.
5. Have authority to enter into contracts.
6. Maintain a current map of library service area.
7. File an annual report of statistical data with the State Library.
8. Plan for the future of the library. Monitor and evaluate the overall effectiveness of the library.
9. Promote library services and advocate for the library in the community.

# Time Commitments

- Requires about 3-5 hours a month, depending on interests
- Board Meetings, once per month, third Tuesday starting at 6 pm - mandatory attendance (in person/on line); occasionally a special meeting.
- Attend Library-sponsored events of interest
- Be an active patron of the Library as you are able
- Committee assignments/volunteering
- Opportunity to attend annual CO library association conference

# What's special about being a trustee on this Library Board?

- A unique opportunity to help lead and steward a newly formed District, funded by property tax; and contribute to helping our library system thrive and flourish
- Protect the intellectual freedom of the community's prized assets
- Gain and share Board experiences with an active and engaged Board, along with the executive team of the library.

# Important Documents

- 2018 Library Master Plan ([link](#))
  - 2022 Library District Ballot Measure ([link](#))
- Library Trustee Bylaws ([link](#))
- Boulder Library Trustee Handbook ([link](#))
- 2025 Boulder Library District budget ([link](#))
- Summary of the Board August 2024 Retreat ([link](#))

Questions?