



Library trustees are nominated by the Board of Trustees and appointed by the Board of Education of the Twinsburg City School District.

- ✓ Each trustee, unless completing a term of a former trustee, serves a seven [7] year term.
- ✓ The trustee serves without compensation.
- ✓ The Board meets monthly at a designated time and place as noted in the bylaws.
- ✓ All meetings of the Twinsburg Public Library Board of Trustees and its standing or ad hoc committees are open to the public.

The Twinsburg Library Trustee has the following responsibilities:

- ✓ Plan and approve the Library annual budget and appropriations
- ✓ Advocate for the Library in the Community
- ✓ Establish and approve Library policies
- ✓ Work to secure necessary funding to operate the Library
- ✓ Engage in short- and long-range planning to secure the future of the Library and its mission
- ✓ Be familiar with the laws governing Ohio school district libraries and other legislative issues
- ✓ Hire and evaluate Library Director and Fiscal Officer

The Trustees have the following duties:

- ✓ Attend all Board meetings and participate appropriately
- ✓ Read Board minutes and other materials sent out prior to each Board meeting
- ✓ Become informed about Library operations
- ✓ Serve on at least one standing committee — Personnel, Finance, or Building and Grounds
- ✓ Lend expertise and leadership to the Board for the good of the Library
- ✓ Actively participate in workshops and activities
- ✓ Participate in fundraising and public Board activities
- ✓ Visit the Library on a regular basis and become acquainted with Library services and programs through usage

Trustee Qualifications

- ✓ Must be at least 18 years old and reside in the Twinsburg City School District
- ✓ Must possess a true sense of the Library's enormous importance to the economic, social, and educational life in the Community
- ✓ Have an appreciation for the Library and a desire to provide the best possible library services for the Community
- ✓ Have the time, energy, and dedication to serve as a Trustee

Skills, Beliefs, and Abilities

- ✓ The ability to collaborate with people and communicate effectively
- ✓ The belief in the importance of intellectual freedom
- ✓ The ability to express opinions effectively
- ✓ The skill to maintain an open mind coupled with respect for the opinions of others
- ✓ The ability to plan creatively
- ✓ The ability to analyze the business and administrative procedures of the Library

Accountability

- ✓ Accountable to the taxpayers and individuals served by the Twinsburg Public Library