

Responsibilities of the Estes Valley Library Board of Trustees

Library Trustees are volunteers, jointly appointed by the Estes Park Town Trustees and Larimer County Commissioners to govern the independent Estes Valley Public Library District. The Board works to maintain unity of purpose among its members. It delegates authority and accountability to the library director who operates under Board policies.

The Board has legal authority and responsibility to:

- Adopt and oversee the budget
- Develop and adopt policies
- Conduct strategic planning
- Hire and evaluate the library director

The seven-member Board of Trustees believes in planning and evaluation of its services. In 2006, the Board adopted a strategic plan and revised it in 2012, guided by its mission statement: "The Estes Valley Library brings people, ideas and opportunities together for the enrichment of our community."

The board meets twice a month: 1st Thursday of the month afternoon study session, and the 3rd Monday of the month evening regular meeting.

A Trustee must be at least 18 years of age and be a resident within the Library's legal service area. Candidates should become familiar with the bylaws, code of ethics, policies and strategic plan of the Library prior to applying for a vacancy.

General qualifications:

1. Genuine interest in public libraries and importance of the library in their community
2. Commits the time that is necessary to carry out the duties of a Trustee
3. Understands the local community, its social and cultural needs, and willing to communicate those needs to the Board
4. Invests in making the library relevant for the 21st century
5. Able to work with others – the Board, library director, and members of the library support organizations – to reach a common goal
6. Open-minded, intellectually curious, and respectful of the opinions of others
7. Courage to withstand pressures, prejudice, and provincialism that would restrict or prevent equal library service to all
8. Able to plan creatively and to direct the effective implementation of those plans
9. Activates conversations about the library's importance in community infrastructure and its role in the community's future

Desirable background / experience:

1. Involvement in community organizations
2. An understanding of local government operations, of public boards and commissions
3. An interest in long-range planning

**APPLICATION FOR APPOINTMENT
TO THE ESTES VALLEY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**

The records of the Library, including this application, are public records under the Colorado Open Records Act. As a result, the completed application is available for public inspection.

NAME: _____

MAILING ADDRESS: _____

PHYSICAL ADDRESS: _____

TELEPHONE: _____

ARE YOU AT LEAST 18 YEARS OLD AND A RESIDENT OF THE LIBRARY DISTRICT LEGAL SERVICE AREA? _____

HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENSE? _____

List any qualifications (work experience, education, attributes and training) that you feel would provide positive input to the work of the Board and the reason why you are interested in being appointed: *Please use another sheet of paper, if necessary.*

Please list former and current activities and accomplishments in the community – school groups, neighborhood events, service clubs, other boards and commissions.

In addition to the application, candidates are requested to provide additional information to assist the Library Board in their process to recommend names to Town Board and County Commission.

What do you think the library's most important roles are for the community?

What are some of the problems and challenges facing libraries?

What specific experience or skills do you bring to library board:

- **leadership?**

- **budgeting and finance?**

- **public affairs and relations?**

- **technology?**

By signing, I am authorizing and understand that I will be required to successfully pass a Criminal Background Investigation.

Signature

Date

Submit completed application to: trustees@estesvalleylibrary.org -or-

**Estes Valley Public Library District
Board of Trustees
P. O. Box 1687
Estes Park, CO. 80517**