



Application for Library Board of Trustees

The Pella Public Library Board of Trustees is seeking applicants to serve on the Library Board of Trustees. Trustees are appointed to a three year term and are eligible to serve two terms. If you are interested in serving on the Library Board, please fill out this application and return it to the Library. For more information, please see the attached "job description."

Date_____

Name_____

Address_____

Phone_____ Email address_____

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

How often do you use the Pella 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 Pella?

What segment(s) of the Pella 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 no, 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 Pella.

Signature_____

“Job Description” for Public Library Trustee

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 sent out before the board meeting. Be informed about all phases of the library operation. Serve on committees as assigned by the board chair. Lend expertise and leadership to the board for the good of the library. Actively participate in workshops and 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 and educational life of the community. Have an appreciation for the library and a desire to provide the best possible services for the community. Maintain a sensitivity to the political conditions in the community. Six board members must reside within the city limits of Pella; the seventh board member must reside in rural Marion County.

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 for everyone.
- The ability to communicate effectively.

Accountable to:

The taxpayers and the people served by the library.

Library Trustees are appointed by the Mayor and confirmed by the City Council. There is no monetary compensation for this position. Trustees serve a three-year term and may be appointed to a second three-year term.

The Pella Public Library Board of Trustees meets on the second Tuesday of each month from 4:00 p.m. to 6:00 p.m. Special meetings are sometimes called, and committee meetings may be held in addition to Board meetings.

Please direct questions to Wendy Street, Library Director, at 628-4268.