

Holden Municipal Library

POLICY: Responsibilities of Library Board Trustees

Meetings

Library Board Trustees are expected to attend all meetings and be prepared to speak knowledgeably on agenda topics. If a Trustee is unable to attend a meeting, he/she will notify the Board Secretary.

Conduct

Library Board Trustees are expected to conduct themselves in a dignified and professional manner at Board or committee meetings, and while representing the Library to the public.

Committee Commitment

All Library Board Trustees should be prepared to serve on at least one committee.

Confidentiality

Items of Board business are confidential in nature and Trustees should be aware that although minutes of the meetings are a matter of public record, discussion at Board meetings should be considered strictly confidential.

Professional Development

Library Board Trustees shall be encouraged to attend workshops and conferences for their professional development.

Approved: November, 1987
Reviewed and amended: August, 1999