**SALINE AREA SCHOOLS**

**NOTICE OF SALINE DISTRICT LIBRARY**

**TRUSTEE APPLICATION**

Saline Area Schools is seeking applications for a vacant Saline District Library Board Trustee Position. Applicants must be Saline Area School District residents.

**Required Qualifications**

Resident of the Saline library district as formed under Public Act 24 of the 1989 (the District Library Act) and approved by voters in 1991.

Commitment to public service and the role of the Saline District Library in the community.

Demonstrated ability to:

* Utilize leadership skills
* Project an enthusiastic and positive image of the library.
* Set priorities for short and long range planning.
* Achieve and maintain cooperative and effective relations with the Director, Staff, and members of the public

**Board Duties and Responsibilities**

1. Establish written policies for administering the activities and services of the library.
2. Hire, monitor, and evaluate the Director.
3. Establish a competitive pay structure for library employees.
4. Adopt an annual budget and ensure that the financial affairs of the library are conducted on a responsible basis in accordance with established policies and practices.
5. Ensure that the library property is maintained in a reasonable state of repair and is a safe, secure environment.
6. Uphold the ethical standards, as set forth by the American Library Association’s Ethics Statement for Public Library Trustees.

**Duties of a Trustee**

1. Regular attendance and participation at the monthly Board Meetings.
2. Participate on standing Board committees.
3. Be prepared for meetings by reading the information packets in advance.
4. Assume Board leadership responsibilities as a committee chairperson or elected officer.
5. Be informed about the library’s programs, policies, and services.
6. Make decisions on the bases of the well-being of the library, and support all decisions of the Board.
7. Avoid any and all conflict of interest or personal gain.
8. Be an advocate for the library and serve as a connecting link between the library and the community.

**Term of Appointment**

Current appointment is through November 30, 2017.

Applicants should fill out the application and return to Saline Area Schools c/o Patti Waltz, 7265 North Ann Arbor Street by Wednesday, April 13th at 4:00 PM.



**SALINE DISTRICT LIBRARY**

**BOARD**

**APPLICATION**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Work Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Members of the Saline District Library Board must be at least 21 years old and a resident of the Saline Area School District. Term of appointment is two years, with a minimum of 12 monthly Board Meetings. Additional meetings as needed.

**Community Involvement:** (Community Organizations, Volunteer Involvement, etc.):

**Personal/Family Hobbies, Leisure Activities, Areas of Interest:**

**Why do you want to serve on the Saline District Library Board?**

**Return to:** Saline Area Schools, Attention: Patti Waltz, Saline District Library Application, 7265 North Ann Arbor Street, Saline, MI 48176 by Thursday, April 13, 2017, at 4:00 PM. If you have any questions, please contact (734) 401-4005 or waltzp@salineschools.org