

# WHAT AM I DOING HERE?

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ROLES & RESPONSIBILITIES FOR DIRECTORS AND TRUSTEES



# Trustees & the Director

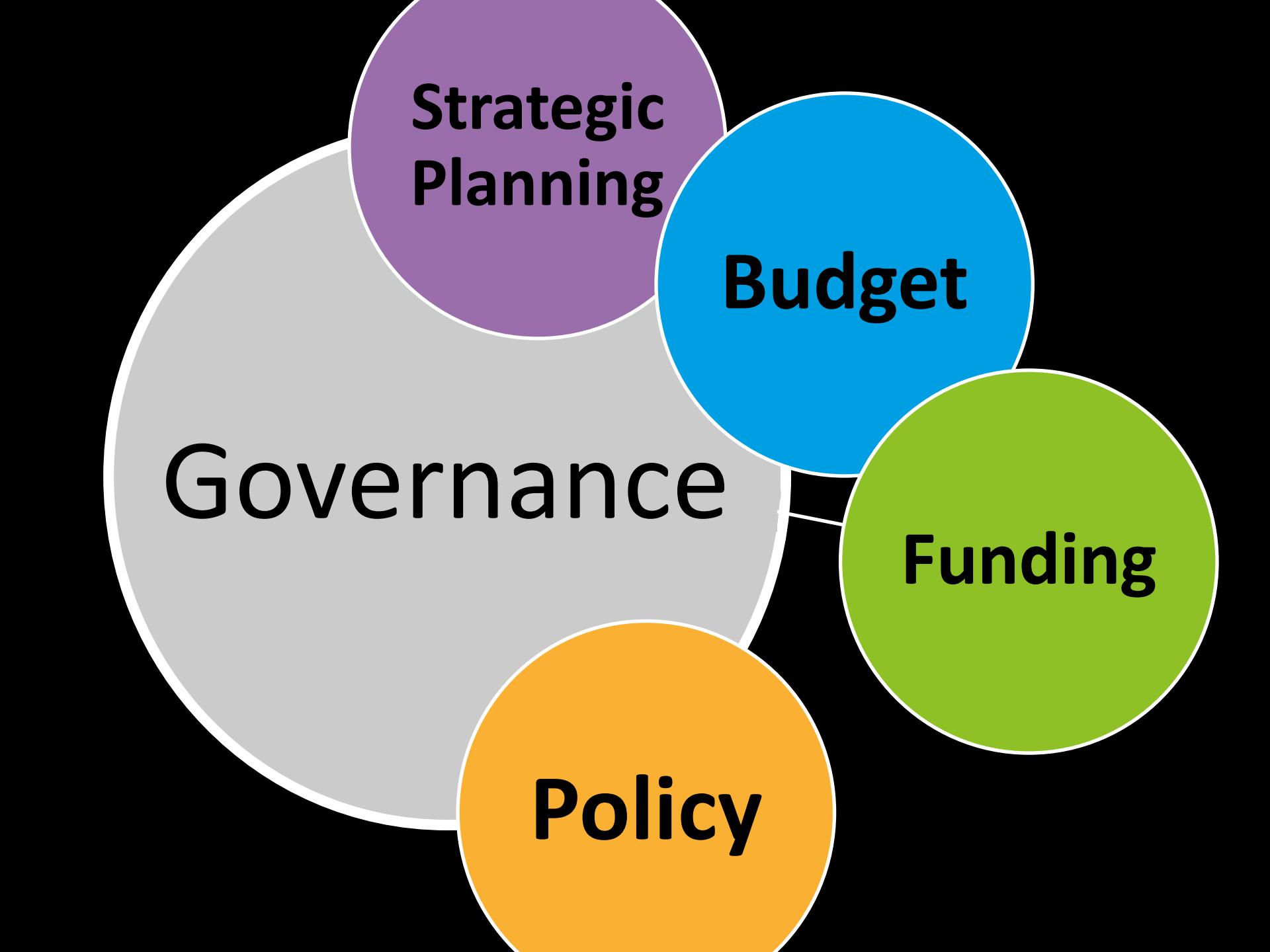
**The board's role is to govern the library** - to approve policy, secure adequate funding and hire a competent, qualified library director.

**The director's role is to manage the library** - to implement the board's policies on a day to-day basis, manage the staff and help lead the library forward in the best way possible to meet the needs of the community.



Yes, but....

Yes, and...



Strategic  
Planning

Budget

Governance

Funding

Policy



**Budget**

**Engage**

**Management**

**Program**

**Implement**

## Director

- Hire/manage Staff
- Daily work
- Planning
- Program
- Procedures
- Engage
- Market
- Acquisitions
- Hire Director
- Planning
- Mission
- Facility
- Policies
- Advocacy
- Finances
- Meetings

# Library Basics

- What kind of library are you?
- Who do you serve?
- How are you funded?
- Who governs libraries?
- Which laws do you pay attention to?
- What happens if you get it wrong?

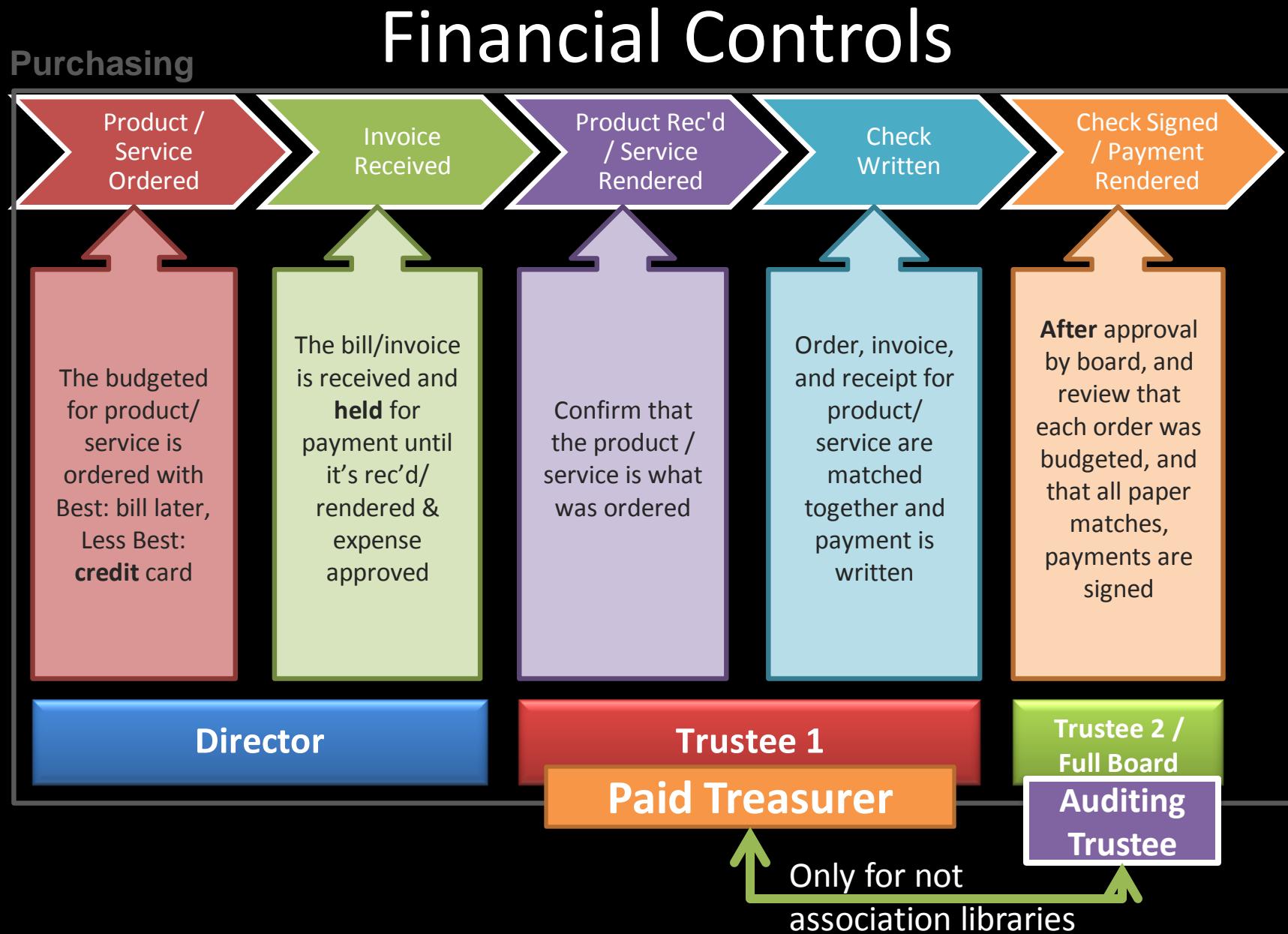
# You Took an Oath

- Duty of care
  - Show up!
- Duty of loyalty
  - You are here for the library
- Duty of obedience
  - Hey government officer, the law is a thing

# Evaluation

- Self – evaluation vs. supervisory evaluation
- Assessing the library program
- Assessing board effectiveness
- Assessing director effectiveness
- Assessing alignment between library and the community

## Purchasing



# How to Get the Best from Us

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- Know the goal
- Schedule in advance
- Email helps us keep track
- Candidness helps us give accurate guidance
- We're here to help!

# We also just answer questions

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**STLS**

Southern Tier Library System

*Connecting Community Libraries*