

**Youngstown Free Library Board of Trustees
Youngstown Free Library
240 Lockport Street
Youngstown, NY 14174
(716) 745 3555**

Dear Friend and Prospective Library Board of Trustee Member,

Your help and expertise is needed on the Youngstown Library Board of Trustees! Thank you for considering becoming a member. You may have some questions regarding service as a Trustee. Here is a summary of what a three-year tour as a Trustee would involve.

As a member of the Board, you would serve for a three-year term which can be extended to a second three-year term if you so committed. There are monthly meetings, usually held on the fourth Monday of the month with the exception of August and December. A set of by-laws and policies guide our operations. The by-laws require that officers be elected including a President, Vice-President, Recording Secretary, Corresponding Secretary, and Treasurer. Trustees are also appointed to committees such as the Executive, Nominating, Finance, Personnel, Scholarship and Vision Committees.

The most important qualification for a Library Trustee is a strong and genuine belief in public libraries and their mission in their communities as centers for information. Every Trustee makes a personal commitment to contribute time and energy to carry out their duties which include regular attendance at meetings, adopting the Library budget, adopting and revising policies as needed, planning and evaluating the Library's program and securing adequate funding.

One of the responsibilities of the Board is to create a long term plan. To this end we are embarking on an exciting project which will map out future services for our Library. We have begun by surveying our community to get input. Now we need new Trustees to help us create and implement the plan for the future. We hope that you will want to join our dedicated Board of Trustees. We are sure you will find it a rewarding experience. The enclosed application may be returned to the Library in care of Diana Newton or mailed to Diana Newton 377 Riverview Drive, Youngstown, NY 14174. A member of the nominating committee will be following up on your decision in the near future.

Sincerely yours,

Members of the Youngstown Free Library
Board of Trustees



Application for Library Board of Trustee

Date _____

Name _____

Address _____

Phone _____ Cell _____

E-Mail Address _____

Number of years as a Town of Porter resident _____

Education:

Work experience, skills, and talents:

Organizations you belong to:

Why have you decided to seek a position on the Board of Trustees?

What specific talents or skills do you possess that you could offer to the Board/Library?
(Please include level of expertise with technology):

Other comments or questions:

Please attach any additional information/comments you wish to this application.

Return completed applications to:

Youngstown Free Library
Attn: Nominating Committee
240 Lockport Street
Youngstown, NY 14174
or e-mail to yfl@nioga.org