

Lied Public Library Policy

Section: Administration and Governance
Subject: Board of Trustee Orientation Plan

Board

Approved:Jan-2006
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Revised:Jan-2009

Board of Trustee Orientation Plan

Materials to be given to new Board of Trustee Member:

- Iowa Library Trustee's Handbook (State Library of Iowa)
- Lied Public Library Trustee Manual
- Current Financial and Statistical Reports

A meeting with the Director of the Lied Public Library will be held before the new Board of Trustee Member attends her/his first Board of Trustee meeting. At this time these activities will occur:

- Introduction to Library Staff
- Tour of the library

The following documents and policies will also be reviewed:

- Library's Long Range Plan
- Library Budget
- City Ordinances describing role of the Board of Trustees
- Library By-Laws
- Library Policies
- Code of Ethics
- Library Director's Role
- Board /Staff Relationship
- Board meetings