

North Chicago Public Library
Board of Library Trustees
Application for Appointment to Vacant Seat

In order to provide quality library service to the North Chicago Public Library requires a working team of a Library Director and a Board of Library Trustees who is informed and makes the necessary decisions. It is critical that each person appointed to the Board of Trustees be willing to perform the duties of a Trustee. Trustees receive no payment for their work.

The Library Board is composed of (9) nine Trustees who are appointed by the City Mayor and the City of North Chicago Councilmen. The term of office for appointed Trustees depends on the date of appointment, but can be no more than three years, after which the appointed Trustee will have to be reappointed again by the City of North Chicago Mayor and City of North Chicago Councilmen.

Prospective trustees should be aware of the following criteria, which will be used by the other Board members of the North Chicago Public Library in evaluating candidates for the vacant position. A Trustee must:

1. Commit the time that is necessary to carry out the duties of a Trustee. This includes time to become and stay knowledgeable about public library issues, to attend Board meetings, and to carry out Board assignments.
2. Be genuinely interested in public libraries and understand the importance of public libraries in meeting the educational, recreational, and informational needs of the community.
3. Understand the local community, its social and cultural needs, and be willing to communicate those needs to the Board.
4. Be able to work with others to reach a common goal.
5. Be open-minded, intellectually curious, and respectful of the opinions of others.
6. Have the courage to plan creatively and direct the effective implementation of those plans.
7. Be able to withstand pressures and prejudice that would restrict or prevent equal library service to all.

WHAT TRUSTEES DO

- set library policy
- employ and evaluate the director
- plan for the future
- monitor the library's effectiveness
- be an advocate for the library

If a candidate has questions or requires additional information, please contact a Trustee or attend a Board meeting. Board meetings are held the second Tuesday of every month at 6:30 p.m. at the North Chicago Public Library board room.

Please submit completed applications to:

Joan Battley, Library Director, North Chicago Public Library 2100 Argonne Drive, North Chicago, 60064 (email: joanb@ncplibrary.org fax 847-689-0125.

North Chicago Public Library
Application for Appointment as Library Trustee

Name _____

Residence Address _____

Business Name _____

Business Address _____

Occupation/Profession _____

Business Phone _____ Home Phone _____ Email _____

I have been a resident of North Chicago Public Library since: _____

I am a registered voter: Y_____ N _____

Please describe any qualifications [work experience, education, attributes, and skills/training] that you feel would provide positive input to the work of the library board. *Please use another sheet of paper if necessary.*

Please describe any former or current public service activities and accomplishments in the community [school groups, service clubs, other boards or commissions].

Please explain why you are interested in becoming a library trustee.

Please discuss briefly the goals and directions that should be important to this Board.

Please indicate those areas in which your knowledge would be of benefit to the library board:

Finance Personnel Long Range Planning
 Legal Technology Building Programs
 Public Relations Management Governmental Relations
 Energy Conservation Other: _____

What do you see as the library's role in the future?

Other comments:

Signature

Date