



## Friends of Michigan Libraries Trustee Alliance Workshop

“Connecting the Dots: Creating a Star Board of Trustees”

Cascade Twp. Branch of the Kent District Library

Friday, September 12, 2014

### AGENDA

**SYNOPSIS:** Serving as a library trustee means selecting and working with the library director, finding and being responsible for the money necessary to operate the library, and designing and implementing policies for fair and open library operations. This workshop will focus on these basics with an overarching goal of creating a Star Board of Trustees. Participants will gain an in-depth view of the charge to public library trustees and will leave with samples of policies and documents that will help with the process of connecting the dots and creating a star board of trustees.

- 8:30 a.m. Registration, Breakfast Refreshments, and Get Acquainted
- 9:00 a.m. Welcome and Introductions - Paul Snyder, FOML President  
Shirley Bruursema, FOML Trustee Alliance Representative  
Diane Cutler, Director, Cascade Twp. Branch of the Kent District Library  
Sarah Ann Long, Workshop Facilitator: “What do you want to learn today?”
- 9:30 a.m. “The Trustees Role: What is it? Are there dos and don’ts?”  
Sarah will introduce the topic, followed by table discussions
- 10:15 a.m. Morning Break
- 10:30 a.m. “The Library Director’s Role vs. Trustee Roles”  
Sarah will introduce the topic, followed by table discussions of questions
- 11:15 a.m. “Evaluating the Library Director: Why It Is Necessary and a Formula for Success”
- 11:45 a.m. Personal Testimonial regarding Library Director Evaluation
- 12:00 p.m. Questions regarding Library Director Evaluation
- 12:15 p.m. Lunch with Table Talks: Library Funding and Fund Raising
- 1:15 p.m. “Library Funding Issues: Reprise”
- 1:30 p.m. “Library Policies: What’s Needed and Not Needed (By-Laws, Library Policy, Staff Procedures)”  
Sarah introduces topic followed by table discussions
- 2:15 p.m. Afternoon Break
- 2:30 p.m. Wrap-Up, Review of Learning Desires, and Workshop Evaluation
- 3:00 p.m. Adjournment/Optional Library Tours of the Canton Public Library  
Shirley Bruursema, Trustee, Kent District Library



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