

Board of Trustees

2023-2024 Board of Trustees

President: Gina Carroll

Vice President: Meghan Gomez

Secretary: Steve Tonser

Treasurer: Jane Anne Olson

Community Member: Tony Yates

Community Member: Jeanne Cheek

Community Member: Kari Williams

Duties of the Board of Trustees

- To secure adequate funds.
- To hire a librarian.
- To determine library policies.
- To approve expenditure of library funds and develop a two-year financial goal and plan report each year.
- The library board shall appoint a budget committee each year from board membership and assign it with the responsibility for preparing the budget for the next fiscal year that will show anticipated expenses and receipts. The budget is to be presented to the entire board for approval on and before the August board meeting dates.
- To work actively for the improvement of all libraries by supporting library legislation in the state and nation.
- To attend board meetings regularly. Board members are required to attend the meetings. If a board member fails to attend three consecutive scheduled meetings, or misses over half the meetings, the Board will contact the absentee member and encourage him/her to fulfill this requirement or communicate his/her intent to the board (e.g., resignation). If this contact by the Board fails to bring about the absentee member's consistent attendance at future meetings, the board may take further action including, but not limited to, the removal of that member from the board.
- To become familiar with what constitutes good library service by reading, attending library meetings, and visiting other libraries.
- It shall be the duty of the library board to recommend to the City Council the name of eligible individuals from this area to fill vacancies on the board.
- To support the library's service program in daily contact with the public-at-large
 - Criticisms of the library service, the librarian, or the library staff that are brought to the attention of a board member shall be immediately and

Last reviewed/BOT approved:

directly reported to the Librarian.

- Board members, librarians, and staff shall at all times support each other in all their relationships with the public.
- A review and establishment of a holiday calendar shall be completed every October meeting for the new fiscal year.

Policies and Procedures

The Library Board of Trustees is the legislative, or policy determining body of the library. Its primary concern is with the formulating the program of service and with supplying the means for carrying it out. The librarian suggests the program and the Board decides to adopt, modify, or reject the librarian's program and policies.

The Trustees should concern themselves collectively and individually with results rather than methods, and should hold the librarian responsible for attaining desired results.

No Trustee should seek or expect special privileges with regard to library services; nor should he/she in any way profit personally by any policy or activity of the Board, this to include the ordering of books by the library for individual purchase. The list price will be changed for any such books both to Trustees and the general public.

The library shall provide membership in the Missouri Library Association for the institution itself and the President. Travel expenses toward members' attendance at conferences, workshops, and meetings should be considered and approved on an individual basis prior to attendance.

Statement of Objectives: It is the purpose of the Public Library to provide all individuals and groups with an organized collection of books, videos, recordings, and other materials in order to advance an enlightened citizenship and to enrich personal lives.

The Mission Statement of the Monroe City Public Library

The Monroe City Public Library strives to facilitate the development of a strongly literate community. The library aims to provide the community the means to be entertained, educated, and informed through the distribution of shared resources that shall include, but not limited to, reading materials and electronic media.