

MINUTES
Trustee Services Committee
April 12, 2007

Members present: Margaret Feldman, Patricia Miller, Janet Schnitzer, Jennifer Lange

Staff present: Josh Cohen, Rebekkah Smith Aldrich, Merribeth Advocate

Discussion centered on the following:

- The next editions of Across the Board (the publication sent quarterly to all member library Trustees) will focus on Fiscal Responsibility (two issues: one around budgeting & reports at the Trustee meetings, and one around the legalities of funding); Personnel Practices & Policies; and Communicating to the Public via E-Newsletters.

- We should try to secure a local author of note to be the 2007 MHLS Annual Meeting speaker. Josh has a list of names and will begin calling them.

- A guest from Innovative will be present in the early part of the Annual Meeting to discuss technology.

- Trustee Recognition will again be done at the Annual Meeting. The nomination forms will ask respondents to hold up for recognition a Trustee who meets the highest standard of Trustee Roles. This will allow us all to focus on best practices.

- It is requested that MHLS Trustees visit two member libraries per year. To facilitate the visits, the Trustee Services Committee will be providing a handout that MHLS Trustees can use.

- The current Advanced Topic for Trustee Education is "Smart Growth" - Smart Growth theory says there are predictable changes that a library will go through as they grow; learn to spot the signs & signals and how to respond to those flags.

- The upcoming topic for the Board Leadership meeting in the fall will be Personnel (such things as legal issues, the creation of policies and handbooks.) Members of the Executive Committee and the library Director are encouraged to attend together to hear the same message, and spark conversation that continues after the meeting.

Submitted by: Jennifer Lange
Chair, Trustee Services Committee