

# ***PERRY PUBLIC LIBRARY***

*70 N. Main Street*

*Perry, New York 14530*

PHONE (585) 237-2243 FAX (585) 237-2008 WEBSITE [perry.owwl.org](http://perry.owwl.org)  
Jessica R. Pacciotti, Director E-MAIL: [jpacciotti@pls-net.org](mailto:jpacciotti@pls-net.org)

*Make It Part of Your Day*



## Perry Public Library Trustee Job Description

A library trustee has a commitment to both the physical property and resources of the library and the services it provides. The library board has the final responsibility to see that its library provides the best possible service to its community. This is an elected position.

### Required Qualifications:

- Must be at least 18 years old.
- Must live within the Perry Central School District.

### Other Desired Qualifications:

1. Interest in the library, in the community, and in the library's relationship to the community.
2. Readiness to devote time and effort to carrying out the duties of trusteeship.
3. Ability to work well with others: board members, librarian and staff members, and the public served by the library.
4. An open mind, intellectual curiosity, and respect for the opinions of others.
5. Devotion to the library, its welfare, and progress.

### Duties:

- Attends Board and committee meetings and comes prepared to conduct the business of the Board or committee as stated on the agenda.
- Employs a qualified library director and evaluates him/her annually.
- Provides stewardship and accountability in the use of the library's funding.
- Establishes policies to govern the operation and programs of the library and assigns their execution to the director and library staff in compliance with federal, state and local law.
- Attends and participates in trustee meetings and workshops for a fuller understanding of trustee responsibilities.
- Determines short- and long-term goals and objectives of the library and reexamines them regularly.
- Other duties as required.