

# TAPPAN LIBRARY

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The Tappan Library offers our community a place to read, to learn and to gather together. Professional and courteous staff members guide patrons to a wide variety of books and other relevant materials in printed, recorded and emergent technologies. The Library provides programs that will encourage children, interest young adults, and enrich our lives and community. The library is housed in a building that preserves Tappan's rich history while providing access to the ever-evolving world of ideas and knowledge.

The Tappan Library is chartered as an Association Library by the State of New York and operates under the authority of the Education Department, Division of Library Development. We are obligated to meet the minimum library standards as defined by the State. The Tappan Library is an independent, 501(c)3 not-for-profit organization providing library services to the residents in our Chartered Service area. The Library is a member library of the Ramapo Catskill Library System, a cooperative of 47 public libraries in Rockland, Orange, Sullivan, and a portion of Ulster counties. The Library works closely with the other South Orangetown independent libraries of Palisades, Orangeburg, Blauvelt, and Piermont to offer collaborative programs, materials, and services.

In order to provide quality library service to our community, the Tappan Library requires a competent staff along with an administrative working team of a Library Director and a Board of Trustees who are the informed decision makers. Residents of Tappan make up the Library Board which is composed of up to 7 Trustees serving on a volunteer basis for a term of 5 years. Four Officers are elected each year and are nominated from currently seated Trustees.

Trustees set library policy, advocate for and promote the library, secure adequate library funding, ensure stewardship and accountability in the use of that funding, and help steer the library toward the future.

Prospective Trustees are expected to:

- Commit the time that is necessary to carry out the duties of a Trustee. This includes actively participating in all monthly Board meetings, periodic committee work, strategic planning, and annual Trustee training, as well as the time necessary to become and stay knowledgeable about current public library issues.
- Be genuinely interested in public libraries and understand the importance of public libraries in meeting the educational, recreational, and informational needs of the community.
- Understand the local community and its needs, and be willing to communicate those needs to the Board to ensure that the Library's services are compatible.
- Be able to work with others to reach a common goal.
- Be open-minded, intellectually curious, respectful of the opinions of others, and seek to provide equal library service to all.

For more information on the Tappan Library's Board of Trustees, please visit our website.

We truly hope you will take this opportunity to help shape the future of the library and submit your application for consideration for a position on the Board of Trustees. If you have any questions please feel free to contact us through the Director at 845.359.3877.

Tappan Free Library Board of Trustees

*Have you remembered our library in your will?*

Member: American Library Association, New York Library Association, Library Association of Rockland County, & Ramapo Catskill Library System



Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Please give a brief summary of your educational and professional background:

Please tell us about any current or previous groups or organizations you have been involved in and in what capacity:

What do you see as the Library's role in the community?

Are you a current Tappan Library cardholder? Describe your experience as a patron of public libraries.

What makes the Tappan Library special to you?

Why are you interested in serving on the Board of Trustees?

Do you have any special areas of experience and knowledge you believe would benefit the Board? Examples may include Finance, Legal Issues, Human Resources, Technology, Fundraising, Strategic Planning, Buildings and Grounds, Marketing, Community Relations, etc.

References: Please list two people, other than members of your family, who know you personally.  
Please provide their address, phone number, and email address.