

The Middletown Library Board of Trustees is composed of 7 (seven) Middletown, Rhode Island residents who are responsible for the governing of the Middletown Public Library. Board members share a love of libraries, represent a community perspective, and are also expected to represent the Library in the community.

Board members are appointed to three-year staggered terms by the Middletown Town Council. The Board meets monthly at the Middletown Library - typically on the third Tuesdays of the month at 4:00pm.

Board members serve as library advocates and leaders in developing responsible and creative library services for all members of the public. The role of each individual Library Board member is to participate as part of the Board team to accomplish the Library's mission, support the library, and support the library staff.

ACCOUNTABLE TO: The taxpayers of the Town of Middletown, and all people served by the Library.

RESPONSIBILITIES: Establishes policies and strategic goals for the library; oversees the general operation of the library through the library director; initiates and oversees the budget process; negotiates a fair staff contract with the library union; considers the future of the library and supports long term initiatives; promotes and advocates for the library in the community; and, if applicable, hires and evaluates the library director.

DUTIES:

- Attend all board meetings and participate appropriately
- Prepare for board meetings by reading board minutes and other materials sent out before the board meeting
- Serve on committees as assigned by board chair, and/or serve as a library board officer
- Lend expertise and leadership to the board for the good of the library
- Advocate for adequate funding levels and staffing levels for library operations, assist in budget preparation and in local budget hearings, and regularly review financial reports of current income and expenditures
- Promote sustainable actions for the current library building, and champion a new library building project and/or other long term solutions for the library space
- Work with the library union for good working conditions for all staff members
- Become informed about the services offered by the library and promote these services in the community
- Employ a competent library director who is responsible for the daily operation of the library
- Support basic library tenets such as: Intellectual Freedom, Freedom to Read, Confidentiality of Patron Records, Library Bill of Rights, and the Public's Right to Information
- Become aware of and adhere to local, state, and federal laws and issues, especially concerning libraries
- Contact local and state elected officials as needed, taking action when appropriate to advocate for legislation, policies, and funding favorable to libraries
- Abide by majority decisions reached by the Board and publicly support these decisions
- Follow the established chain of command for effecting change, working through the library director

QUALIFICATIONS:

- Commitment to provide the best possible library service for the community
- A resident of the Town of Middletown, and a library user in Middletown or Ocean State Libraries
- Readiness to devote time and effort to the duties of trusteeship
- Ability to work with all kinds of people, participate in and lead meetings, and communicate effectively
- BONUS: Ability to use Google Workspace, or learn how

TIME COMMITMENT: Monthly board meetings, ability to read and reply to emails promptly, and sub-committee meetings / committee work outside of Board meetings, as necessary

MONETARY COMMITMENT / COMPENSATION: None, it costs nothing to serve as a Board member, and you will receive no compensation for your service besides gratefulness for your stewardship and support

-Please contact the Library Director at director@middletownlibraryri.org if you have any questions!