201: Responsibilities of the Board of Trustees

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The Board of Trustees is responsible for the policy and strategic planning of the library while the Executive Director is responsible for the operations.

# General Administration

The Board of Trustees is responsible for:

1. Recruiting and employing a qualified Executive Director.
2. Maintaining an ongoing performance appraisal process for the Executive Director.
3. Participating in all board meetings.

# Financial Oversight

The Board of Trustees is responsible for:

1. Seeking adequate funds to carry out library operations.
2. Approving an annual levy in accordance with local laws.
3. Approving an annual budget in accordance with local laws.
4. Appointing an auditor and reviewing the annual audit.

# Policy

The Board of Trustees is responsible for adopting written policies to govern the operations of the library.

# Strategic Plan

The Board of Trustees is responsible for ensuring that the library has a strategic plan with implementation and evaluation components.

# Advocacy

The Board of Trustees is responsible for:

1. Promoting the mission of the library within the community.
2. Advocating for the library to legislators.
3. Joining state or national library associations as a resource for policies, operations and advocacy for libraries.