Library Trustee Self-Assessment

(Done Individually for your information only)

Please check the box for those statements you are in total agreement with.

☐ 1. I know the library's mission statement.
☐ 2. I am familiar with the library's strategic or long range plan.
☐ 3. I am familiar with California state statutes that apply to libraries and special districts.
☐ 4. I visit my library frequently enough to be familiar with services and to see potential needs.
☐ 5. I refer any staff requests I receive to the library director.
☐ 6. I am willing to serve on library committees as needed.
☐ 7. I arrive for board meetings on time and do not miss more than three meetings in a calendar year.
☐ 8. I am familiar with the library's annual report.
☐ 9. I come to meetings having already read the information relevant to that meeting.
☐ 10. I understand and am comfortable with the board's decision-making process during meetings.
☐ 11. I willingly abide by majority board decisions and support them publicly.
☐ 12. I treat other board members with respect and listen openly to their opinions.
☐ 13. I understand and respect the different roles and duties of the library director and the board.
☐ 14. I am familiar with the library's policies.
☐ 15. I encourage and support the library director in achieving our organization’s goals.
☐ 16. I am familiar with the board's bylaws.
☐ 17. I am a library advocate to civic groups, community organizations, and public officials.
☐ 18. I keep abreast of legislation impacting the library community.
☐ 19. I have established a relationship with my local and state representatives and discuss library issues with them, advocating for their support.
☐ 21. I have read issues of state or national library organization journals over the past six months.
☐ 22. I have attended at least two library events in the last year.
☐ 23. I have been formally introduced to key staff and understand their major job duties.
☐ 24. I feel free to vote my conscience even when I disagree with other board members.

(If each checked box represents 5 points – all boxes checked would equal 120.)

If after taking the assessment you need more information on one of the topics, please ask your director, other board members, or regional librarian.