

## **Brentwood Library Board of Directors**

The Brentwood Library is seeking new members for its Board of Trustees. **Applicants must live in Brentwood.**

### **Mission:**

The Brentwood Library is a community center for lifelong learning and enrichment.

### **Who We Are Looking For:**

The Brentwood Library is looking for members of the Brentwood community who are interested in volunteering their time to further the mission of the Library and support the Library's director and staff to meet the community's growing needs.

### **Board Member Requirements:** *(Board of Trustee Agreement, 2013)*

The duties of the Brentwood Library Board of Trustees include:

- Exercise the duties of care and loyalty when making decisions affecting the Brentwood Library.
- Employ and support a full-time Director who has earned an MLS degree from an accredited university. Assess the director's performance annually.
- Approve the policies used to govern the Library.
- Approve and monitor the annual budget of the Library.
- Establish and implement a strategic plan.
- Attend at least 80% of all regular Board meetings.
- Sign the Trustee Agreement at the time of appointment to the Board and every subsequent year while serving as an advisory or voting trustee.

### **Board Terms:**

Library Board members agree to serve a three-year term which can be extended upon the end of the first time. The library board meets on the fourth Thursday of January, March, May, September, and the third Thursday of November.

### **Interested Applicants should:**

Complete the prospective board member form and submit via mail, in-person, or email to the Library:

**Address:** Brentwood Library Board of Directors, 3501 Brownsville Road, Pittsburgh, PA 15227

**Email:** [brentwood@einetwork.net](mailto:brentwood@einetwork.net)

Please put "Attention Brentwood Library Board of Directors" in the subject line.

If you would like more information about joining the library board before submitting the prospective form, please contact the current library board president, Tricia Brancolini-Foley, at [tricia.foley@gmail.com](mailto:tricia.foley@gmail.com).

**BRENTWOO LIBRARY BOARD OF TRUSTEES  
PROSPECTIVE MEMBER INFORMATION SHEET**

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

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

Special skills/Interests: *(Check all the apply)*

- |                                      |                                     |  |                                      |
|--------------------------------------|-------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Fundraising | <input type="checkbox"/> Marketing  | <input type="checkbox"/> Human Resources | <input type="checkbox"/> Outreach    |
| <input type="checkbox"/> Finance     | <input type="checkbox"/> Technology | <input type="checkbox"/> Legal           | <input type="checkbox"/> Other _____ |

**Education:**

High School: \_\_\_\_\_ Year Graduated: \_\_\_\_\_

College/University: \_\_\_\_\_ Year Graduated/Degree: \_\_\_\_\_

Other Education: \_\_\_\_\_

Current employment status, including employment roles and responsibilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other Profession or Volunteer Affiliations/Memberships:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I want to become a member of the Brentwood Library Board of Trustees because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_