

Basic Training for Trustees MSL Learn Webinar Series May 9, 2023

Today's Hosts

Pam Henley



MSL Consulting Librarian

Colet Bartow



MSL Continuing Education Coordinator

(Colet rhymes with Olay)



Today's Agenda

Basic Training for Trustees

Congratulations!

You've just been appointed:

- -Get to know the library (learn about programs and services)
- -Get to know the director and fellow trustees (what are their interests away from the library?)
- Build relationships

Meetings

- Time?
- Place?
- When are materials available?
- How do you access them?

Finance

- Learn about the library budget:
 - -What are the revenue sources?
 - –How is the library budget created?
 - -Who manages the library accounting?

Legal Responsibilities

- MCA Powers and Duties
- Open Meeting Law
- Library Records Confidentiality Act
- Understand the different responsibilities of directors and trustees
- Ethics

What are current projects?

- Budget?
- Policies?
- Future planning?
- Building issues?

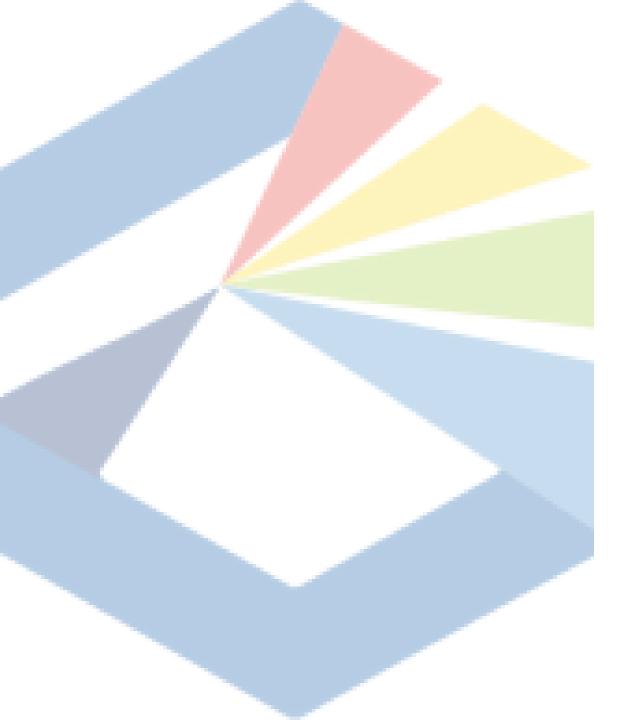
You Are Not Alone!

- Montana State Library consulting services
- Federations (meet other trustees)
- Montana Library Association (online Trustee Interest Group)

Things to keep in mind

- Healthy boards:
 - –Are effective (moving forward, not rehashing old issues)
 - -Participate in and contribute to effective meetings
 - Understand the importance of advocacy for the library
 - Work on future development of the library

Questions?



Information and News Sources

- MSL Website
- MSL Newsletters
- MSL Help Desk
- ASPeN Events Calendar
- MSL Learn
- MSL YouTube Channel
- Email/call any MSL staff member

MSL Learn Webinar Schedule

Join us each month!

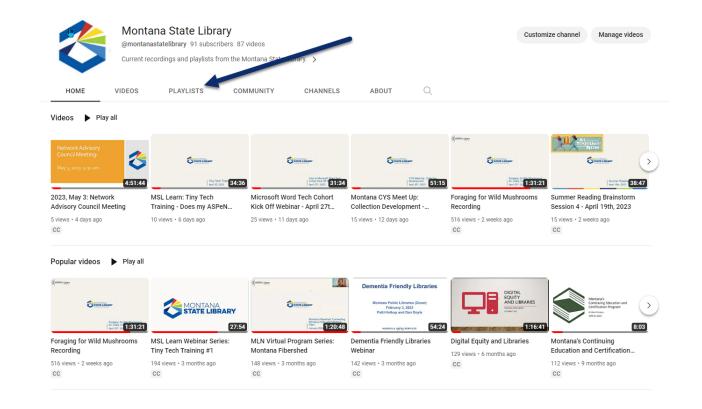
Second Tuesday MSL Programs and Topics



Last Tuesday
Tiny Tech
Training

MSL YouTube Channel

- Look for the MSL Learn Webinar Series Playlist
- Access new recordings
- Subscribe!



MSL Evaluation Survey



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