

For more than 150 years, the Ossining Public Library has established a legacy of service, enrichment, and inspiration to the greater Ossining community.

Ossining Public Library is governed by seven trustees, who are elected by the Ossining community to serve three-year terms.

What is a library trustee?

Library trustees are public officers who carry an essential and vital set of fiduciary and legal responsibilities and play an important role in shepherding the dedicated and prudent use of library resources. Always striving to provide the best service which benefits and supports the entire community, trustees must make policy, personnel, and fiscal decisions crucial to a positive direction for the library. Library trustees are not involved in the day-to-day activities of the library and must always be mindful of how their decisions impact the lives of people and the future of their community. Library trustees are engaged community members who believe in the importance of the library's role in the community.

What are library trustees' core duties?

- Duty of care to protect the library's resources;
- Duty of loyalty to the library's mission; and
- Duty of obedience to the relevant policies, regulations, and laws.

What are the roles and responsibilities of a library trustee?

Library trustees' roles and responsibilities include:

- Collaborate with the library director to develop and implement long- and short-range plans to meet the library's mission
- Ensure adequate funding to carry out the long- and short-term plans
- Provide legal oversight of library finances
- Review and update policies and procedures, as needed
- Maintain a safe and welcoming facility
- Promote the library

What are the requirements of an Ossining Public Library trustee?

Requirements of an Ossining Public Library trustee include:

- Take an oath to swear to support the United States and New York State Constitutions and to faithfully discharge the duties of the trustee office
- Attend monthly Regular Meetings
- Attend monthly Work Sessions
- Serve on two committees of the board: Finance, Building & Grounds, Policy & Personnel
- Receive a minimum of two hours of trustee educational training each year
- Complete NYS sexual harassment prevention training each year

Adapted from NY State Library materials.