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The Role and Responsibility of a Library Trustee

The Nyack Library is a free association library and a private not-for-profit corporation granted a charter by the State of New York in 1890 and amended in 2001. The Nyack Library is governed by a Board of not more than eleven Trustees and the Board has the powers and duties as given to trustees of educational institutions by the Education Law of the State of New York. Acting under its collective authority, the Board establishes policy for the operation of the Library, ensures the preparation and adoption of an annual budget, appoints the Library Director, supervises the Director in the operation of the Library, monitors Library operations, and audits and controls the Library's finances.

The Board of Trustees oversees a multi-million-dollar budget, so the ability to understand financial reports is desirable, as are a broad range of other skills, such as legal, human resources, development, marketing, management, technology and property management. The Library seeks to have each community within the service area represented on its Board.

A Trustee must be a resident of voting age of the Library's Chartered Service Area which consists of the three incorporated villages of Nyack, Upper Nyack and Grand View-on-Hudson; the two unincorporated hamlets known as South Nyack and Upper Grandview in the town of Orangetown as far as they are located in the Nyack Union Free School District; and part of the unincorporated hamlet known as Central Nyack in the town of Clarkstown as far as it is located in the Nyack Union Free School District.

Trustees, who serve a three-year term of office, are expected to attend monthly Board of Trustees meetings, which are held on the third Monday of each month, except August, at 7:00 pm in the Community Meeting Room of the Library. Trustees who do not attend three consecutive Board meetings, or four meetings in total during a year, and who do not notify the President or Secretary of the Board in advance that they cannot attend, will be considered to have vacated their position.

Trustees are expected to participate in two or more standing committees of the Board, including, but not limited to, Audit, Finance, Building & Property, Personnel or Library Policy Development & Long-Range Planning. Committee meetings may be convened in addition to Board of Trustee meetings, based on the time of the year and business at hand.

New trustees may be appointed by the Board of Trustees or may be directly elected at the Annual Association Meeting. When a Trustee vacates their position during their current term of office, an individual may be selected and appointed by the Nyack Library Board of Trustees to fill the vacancy. The Board's Nominating Committee recommends a candidate, and the Board

confirms the selection by a vote. To be directly elected to the Board of Trustees, a resident of the Library's Chartered Service Area can submit a petition signed by a minimum of twenty-five registered voters from the Library's Chartered Service Area. After the signatures are validated by the Library, the individual's name appears on the ballot at the Annual Association Meeting. A petition to nominate a candidate for Trustee must be submitted to the Administration Office by 5 pm on January 17, 2023, to allow time for petition signature validation and ballot preparation before the Trustee Election at the Annual Association Meeting. Newly elected Board members will be seated at the Annual Board of Trustees Meeting which immediately precedes the February Board of Trustees meeting.