

Name: _____ E-Mail: _____

Mailing Address: _____

Physical Address if different than mailing: _____

Cell: _____ Home Phone: _____

About Library Board Meetings

Library Board Meetings are currently held on the second Monday of each month at 6:30 P.M. Trustees are expected to participate in regularly scheduled monthly meetings and/or special called meetings. All Library Board Meetings are open to the public, information produced by the Library Board is open record information available for public viewing. After being appointed, board members are expected to participate in training to become certified as a Library Trustee. Library Board Members are not compensated for their time or participation on the Library Board.

I am interested in serving on the Library Board because:

In your opinion, what is the role of the library in our community?

Why do you feel it is important to support the First Amendment and maintain public open public access to library and informational services?

Please list three different issues or needs that you believe Montgomery County is facing today, or will be facing in the next five years, and ways that the Public Library might address each in our county.

Board Member Expectations:

1. Appointees must commit the time that is necessary to carry out the duties of a Trustee. This includes time to become and stay knowledgeable about public library issues, to attend Library Board meetings monthly plus special called meetings, and to carry out Board assignments. There is a legally mandated limit to absences of meetings.
2. Per KRS 173, appointees must be "committed to the provision of library service" with a genuine interest in public libraries and understanding of the importance of local access to public libraries as an effort to meet the needs of freedom of speech and information access; early learning, literacy, and life-long self-improvement; recreational reading and family infotainment; and space for collaborative input, group learning, and public discourse.
3. Appointees should understand the local community, its social and cultural needs, and be willing to communicate those needs to other members of the board, and publicly as necessary.
4. Appointees must be able to work cooperatively with others to reach a common goal.
5. Appointees should be open-minded, intellectually curious, and respectful of the opinions of others.
6. Appointees should have the courage to plan creatively and direct the effective implementation of those plans.
7. Appointees must be able to withstand pressures and prejudice that would restrict or prevent equal library and information service to all.



Montgomery County Public

328 North Maysville Street, Mt. Sterling, KY 40353

Mt. Sterling Branch 859-498-2404

Camargo Branch 859-499-4244

Montgomery County Public Library - Board of Trustees Application

General Information About the Library and Board

The Mt. Sterling Library was established in 1871. The Mt. Sterling Library was incorporated by the state legislature in 1878, at that time managed and funded by the City of Mt Sterling. In 1906, management of the library was turned over to the Mt. Sterling Woman's Club. By the 1970's, continued funds necessary to operate a functioning library were becoming nearly impossible to raise by volunteers, leading to a local petition drive to create a library taxing district and establish more permanent funding necessary to continue public library service. Per KRS 173, due to sufficient voter signatures, the Montgomery County Library Taxing District was established by the Fiscal Court in November 1980.

The vast majority of current library funding comes through local tax dollars (property tax and vehicles). Libraries across the state have not received regular state funding since FY 19-20. The only federal funds available to local libraries are occasional grants for specific items, and E-rate funding that is only available to reimburse internet and periodic technology costs.

In order to provide quality library service to the Montgomery County Public Library, the library requires a working team of an appropriately certified Library Director, qualified certified staff, and a trained volunteer Board of Trustees who are informed and able to make necessary decisions. It is critical that each person appointed to the Library Board be willing and able to perform their duties as a trustee. Per KRS, library board members receive no payments for their work. By statute, board members are required to attend regularly scheduled monthly meetings, plus occasional special called meetings, with no more than three absences from regularly scheduled meetings in a calendar year.

The Montgomery County Public Library currently has a main library building in Mt. Sterling which offers books, computers, educational programs, and public meeting and collaborative spaces; the Camargo Branch, which offers, books, computers, and educational programs in a rent free space provided by the City of Camargo; and a bookmobile/outreach program which delivers materials to shut-ins and early learning centers, plus offers service to individual families and neighborhood stops.

The Board of Trustees is composed of five members who are appointed by the Montgomery County Judge Executive. The term of office is four years. A trustee may be appointed to serve an uncompleted term and/or serve for two consecutive four year terms. Board members may serve additional terms, however, they must observe at least a 12 month break period after serving for an eight year, two term period.

What Library Board Members Do:

- Advocate for continued local access to library and information services
- Set tax rates for the library district within specific guidelines established by KRS
- Support the first amendment, intellectual freedom, freedom of speech, and information access
- Set library policy, develop funding and budgets, and work with library staff to develop programs based on policy, planning, and library mission/goals
- Plan for the future of library services and information access
- Advocate for funding through local, state, and federal resources
- Monitor community need, implementation, and effectiveness of library services
- Assist with promotion of library programs and services throughout the community
- Provide oversight of library finances, expenditures, investments and budgetary planning
- Employ a certified professional Library Director to manage staffing, daily operations, and procedures of the library

Library Board Appointment

Based on statute (KRS 173) the library board is comprised of five volunteer citizens of Montgomery County.

Applications for potential Board Member appointments are reviewed several months prior to the completed terms of current board members, unless there is an immediate vacancy requiring a shorter appointment process.

The best case scenario is for the varied interests, backgrounds, beliefs and demographics that make up the entire community to be represented on the library board. Additionally, it is also important to have some board members with the ability to understand public policy and finance, some with local partnership connections (such as the school system), and some with interests in more actively advocating for access to library services on local, state, and federal levels.

Specific factors that the library board will consider when recommending new appointees includes:

- Geographic representation and distribution of board members across the county.
- Ability and time commitment to actively serve as library board member.
- Willingness to complete local training, state certification training for library board members, and participation in continuing education for library board members.
- No history or conviction of offenses that would be contradictory to the protection of public finances, public property, or the safety of any category of library visitor or staff.
- Overall community representation should be reflected in the full board composition in regard to gender, race, socio-economic background, personal and political beliefs.
- Due to library, local, and state public office ethics policies and KRS, library board members may not be more closely related than 2nd cousin to anyone currently working at the library. Library board members cannot have a financial interest in any business or organization doing business with the library. Library board members should not be closely related to any authority making board appointment (spouse; mother/father; brother/sister; aunt/uncle or spouses there-of).
- Based on local and state ordinances, library board members cannot serve in other public office positions or on other public appointed boards while also serving on the library board.

Appointment Process

Library Board Appointment will be according to KRS 173.490; unless the Fiscal Court has adopted an alternative appointment process, which is the case for Montgomery County.

The current library board will provide a list of potential appointees, “committed to the provision of library service” to the Kentucky Department for Libraries and Archives, which will forward the appointee list to the County Judge Executive for appointment by the Fiscal Court. In most situations, the County Judge and Fiscal Court should make an appointment from that list, knowing that the current Library Board, having been also appointed by the County Judge/Fiscal Court, has vetted and reviewed applications in an effort to develop a list of potential appointees geared toward a balanced, well rounded library board representative of the entire community.

If first list of potential candidates is found to be unsatisfactory to the County Judge or Fiscal Court, they may request a second list of potential candidates be submitted by the current Library Board.

If the second list of potential candidates is also found unsatisfactory by the County Judge or Fiscal Court, the County Judge Executive with the approval of the Fiscal Court, may appoint anyone of their choosing.

As a group, library board members should possess a variety of expertise, skills, and personal attributes to reflect the diversity of the community. Please identify characteristics that describe you.

| Community Diversity | | Check best answer |
|----------------------------|------------|-------------------|
| Age | | |
| | 18-30 | |
| | 31-40 | |
| | 41-50 | |
| | 51-60 | |
| | 61+ | |
| Gender | | |
| | Male | |
| | Female | |
| | Non-Binary | |
| Race | | |
| | Black | |
| | White | |
| | Other | |
| Education | | |
| High School Graduate | | |
| Some College | | |
| Associate or Technical | | |
| Bachelor Degree | | |
| Graduate Degree or Higher | | |
| Magistrate District | | |
| District 1 | | |
| District 2 | | |
| District 3 | | |

| Professional Skills/Expertise Check all that apply | Check |
|---|-------|
| Organizational Management | |
| Finance / Fund Raising / Public Funds | |
| Education / Continued Learning | |
| Free Speech / Equal Access / Social Issues | |
| Law / Legal / Legislative Experience | |
| Marketing / Public Relations | |
| Personnel / Human Resources | |
| Social Work / Human Services | |
| Public Services / Public Admin | |
| Public Health / Health Admin | |
| Physical Facilities / Property Resources | |
| Strategic Planning | |
| Technology | |
| Other Expertise - Please Specify: | |

Thank you for your interest in serving as a Library Board Member. The library would not be able to function without the support and commitment of dedicated volunteer individuals like yourself.

| Training, Board Development, and Willingness to Serve Please provide details or factors as necessary (such as we may need to change meeting date or time to accommodate your attendance) |
|---|
| I will attend local library board training in-person. |
| I plan to achieve board member certification through on-line training. |
| I am willing to attend at least one meeting each month. Meetings are currently held on the 2nd Monday at 6:30, please note if you would prefer a change in meeting day/time. |
| I am willing to support decisions necessary to maintain freedom of speech, continued local library service and local information access. |
| Do you currently serve on any other boards or have you been elected/appointed to any other public offices or positions, if yes please explain? |
| I am not related to other library board members, library staff, or county officials authorized to appoint board members. If you are related please explain the extent of your kinship. |

