

Board of Library Trustees: Board Development

December 6, 2021

Santa Clara City Library

Santa Clara City Library Mission

- We enrich lives and strengthen our community by providing opportunities for lifelong learning, discovery, and creativity. We achieve this through our skilled and friendly staff, our collections, and our physical and virtual spaces.

Santa Clara City Charter Section 1012-1013

- **Sec. 1012 Board of Library Trustees.**
- There shall be a Board of Library Trustees consisting of five members to be appointed by the City Council from the qualified electors of the City and no member of said Board shall hold any paid office or employment in the City government.
- **Sec. 1013 Board of Library Trustees – Powers and duties.**
- The Board of Library Trustees shall have charge of the administration of the Santa Clara Free Public Library and shall have power and be required to:
 - (a) Make and enforce such by-laws, rules and regulations as it may deem necessary for the administration and protection of the City library;
 - (b) Approve or disapprove the appointment of a librarian who shall be the department head;
 - (c) Accept into the library fund and administer money, personal property or real estate donated to the City or otherwise acquired for library purposes subject to the approval of the City Council;
 - (d) Contract with school, county or other governmental agencies to render or receive library services or facilities, subject to the approval of the City Council. (Amended by electors at an election held March 7, 2000, Charter Chapter 11 of the State *Statutes of 2000*)
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Authorization

- Charter authority
- Advisory
- Must be qualified elector
- Shall not be employed by the City
- 4 year terms
- 2 term limit with one year intervening before reappointment
- 5 members, appointed by City Council
- No compensation

Santa Clara Public Library Board

- Serves as a liaison between the library, community and City Council
- Represents the diversity of the community
- Provides input to library policy and planning
- Approves or disapproves the selection of the City Librarian
- Accepts and directs donations on behalf of the Library
- Contracts with school, county or other government entities to render or receive library services or facilities (as of amendment in 2000)

Expectations of a Board Member –

- Advocacy and support for the Santa Clara City Library
 - Budget
 - Communication with City Council
 - Advocacy for library service with local and regional elected officials (Day in the District, National Library Legislative Day) and other supportive bodies
 - CLA Legislative Priorities 2022: <https://www.cla-net.org/news/588593/Board-approves-2022-Legislative-Priorities.htm>
 - Keep apprised of local, regional, state and national library news
- Preparation for, attendance, and participation at Board Meetings
- Community engagement to provide input and ideas for library services
 - Who do you represent? What community organizations do you connect with?
 - Participation in programs

How can you help the City Librarian?

- Support for succession planning for other Board members
- Attend library events and be recognized as a Board member
- Support co-sponsored events (Silicon Valley Reads) and library partners (Santa Clara Library Foundation and Friends) and library consortia (Pacific Library Partnership, Silicon Valley Library System)
- Introductions to city leaders and community partners
- Keep Library leadership aware of key activities and communications – let's go to these events together!
- Do you want to read professional library journals? We can get them to you! Library Journal, School Library Journal, American Libraries...

More

- Join the California Library Association or the American Library Association
- Volunteer for Read Santa Clara or for the Friends at the Bookstore or Library Palooza or Comic Con
- Attend professional library conferences:
 - Public Library Association Conference, March 23-25, 2022 Portland
 - CLA Together Towards Tomorrow June 2-4, 2022 Sacramento
- And there's so much more!

Resources

- CLA – join the California Library Association https://www.cla-net.org/general/register_member_type.asp?
- ALA – join the American Library Association
- Trustee Tool Kit for Library Leadership (1998)
<https://www.cpladvocates.org/resources/Documents/CA%20Library%20Trustee%20toolkit.pdf>
- CPLA – California Public Library Advocates
https://www.cpladvocates.org/trustees_commissioners
- California Library Laws: <https://www.library.ca.gov/services/to-libraries/library-laws/>