

**Huntingdon Valley Library**  
625 Red Lion Road  
Huntingdon Valley, PA 19006  
HVLibrary.org  
(215) 947-5138  
Fax: (215) 938-5894

**Board of Trustees – Application for Membership**

The Huntingdon Valley Library Board of Trustees is comprised of not fewer than five nor more than seven voting members, including those appointed by the commissioners of Lower Moreland Township. Board members must be residents of the Township.

**The Role of a Trustee:**

* Determine the library’s vision and mission
* Engage in long-range, strategic planning that ensures the library’s growth and relevance
* Build relationships with local organizations, schools, and businesses to foster a network of support and resources for the library
* Enhance the library’s public standing
* Advocate to obtain adequate funding for the library
* Monitor the financial well-being of the library and protect its assets through budgeting and oversight
* Plan and participate in fundraising events
* Develop, approve, monitor, and revise library policies to govern library’s operations
* Select, hire, support, and evaluate a qualified director to manage day-to-day operations
* Recruit and train a competent Board of Trustees
* Ensure legal and ethical integrity; ability to handle opposition and make decisions in the best interest of the library

**Duties and Commitments:**

* Attend library Board Meetings, held on the 2nd Thursday of every month (except July) at 7:30 pm.
* Join three committees and attend committee meetings
* Donate to fundraising efforts annually and otherwise fiscally support the library
* Recognize and support basic library tenets such as Intellectual Freedom, Freedom to Read, Confidentiality of Patron Records, and the Library Bill of Rights
* Commitment to the Library and community’s needs

**Skills and Knowledge:**

* Non-profit and/or business management
* Facility planning and construction management
* Finance, accounting, and/or grant writing
* Personnel management
* Law
* Marketing and public relations
* Fundraising and resource development
* Technology

**Huntingdon Valley Library Board of Trustees – Application for Membership**

**Contact Information:**

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What has piqued your interest in serving on the HVL Board?

How does your educational or work background support the mission of the library?

Please relate any past involvement you have had with HVL:

How many hours can you donate to working on library issues, including meetings, on a monthly basis?

Are you willing to comply with the Bylaws and Conflict of Interest Policy of the Board?

Please submit this application to:

Chairperson, Nominating Committee

Huntingdon Valley Library Board of Trustees

625 Red Lion Road

Huntingdon Valley, PA 19006

Hvl.board@gmail.com

Thank you for your interest.