

# LIBRARY TRUSTEE 101 WORKSHOPS

**This workshop is ideal for both newly appointed trustees and a great refresher course for those with more experience.**

Library directors, trustees and system directors will walk you through the different aspects of a library trustee's role. You'll have a chance to meet and network with trustees from other area libraries.

## **TOPICS COVERED WILL INCLUDE:**

- an overview of the library trustee's job
- legal issues (open meetings, policies, liability)
- library advocacy
- topics from the floor (local issues you'd like to discuss)

**The same content will be shared on each date. Pick the time and place best for you.**

## **DATES & LOCATIONS:**

Monday, September 9, 5-7:30pm  
Gillett Public Library

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Saturday, October 5, 9-11:30am  
Ripon Public Library

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Tuesday, November 12, 5-7:30pm  
Kaukauna Public Library

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Tuesday, March 11, 5-7:30pm  
Manitowoc Public Library

## **TO REGISTER:**

Visit [NEWILIBRARIES.ORG/TRUSTEE](http://NEWILIBRARIES.ORG/TRUSTEE) to register for a workshop.

Contact Angela Schneider at [aschneider@winnefox.org](mailto:aschneider@winnefox.org) with questions.



Trustee Workshops are provided through collaboration of the Manitowoc-Calumet, Nicolet Federated, Outagamie Waupaca, and Winnefox library systems.

# LIBRARY TRUSTEE 201 & 301 WORKSHOPS

## Trustee 201 Workshop

Library directors, trustees and system directors will walk you through the library trustee's role as employer. You'll have a chance to meet and network with trustees from other area libraries.

### TOPICS COVERED WILL INCLUDE:

- The library board's relationship with the library director
- Hiring, evaluating, disciplining, and terminating a library director
- Personnel policies
- The library board and other library staff

### DATE & LOCATION:

Saturday, March 29, 10:30am-2pm  
Kress Family Branch,  
Brown County Library, De Pere

## Trustee 301 Workshop

Library directors, trustees and system directors will walk you through open meetings & public records laws.

### TOPICS COVERED WILL INCLUDE:

- agendas and posting meetings
- closed sessions
- meeting minutes
- records retention under Wisconsin law

### DATE & LOCATION:

Thursday, April 10, 5-7:30pm  
Oshkosh Public Library

### TO REGISTER:

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