



Campbell County Public Library

Application for Board Appointment

The Campbell County Public Library seeks to develop a strong and energetic Board of Trustees for the development of library services. Persons interested in being considered to be a Trustee should complete and return the application below along with a resume and a cover letter. The cover letter should explain the applicant's interest in the library and the services it provides to the community.

Applicants must:

- Live in the Alexandria or southern areas of Campbell County;
- Attend one board meeting per month (third Wednesday of each month at 5:30pm);

Application, resume and cover letter should be submitted to Campbell County Public Library, Board Member Selection Committee, 3920 Alexandria Pike, Cold Spring, KY 41076. Questions may be directed to Chantelle Phillips, Library Director, 859-750-3993 or cphillips@cc-pl.org.

Applications will be accepted until May 31, 2026. Interviews will be scheduled in July. Appointments are made by the Campbell County Fiscal Court. Term will begin upon appointment.

CONTACT INFORMATION

Name: _____ Resident of Campbell County since: _____

Residence address: _____

Best phone number: _____ Email address: _____

CIVIC INTERESTS

Do you have a library card with the Campbell County Public Library? Y / N

Are you currently registered to vote? Y / N

Other volunteer affiliations: _____

Other non-profit or municipal board memberships (current and/or past): _____

LIBRARY INTERESTS

Please describe qualifications (work, education, attributes, skills, for example) that you feel you would bring to the Board:

Describe the benefits that you believe that a public library brings to a community:

Describe one opportunity that you see for the Campbell County Public Library in the next five years:

Describe one threat that you see for the Campbell County Public Library in the next five years:

Describe one goal or objective that you think the Library should seek to complete in the next five years:

TRUSTEE CODE OF ETHICS

The Campbell County Public Library District Board of Trustees strives to maintain the highest moral standards in the administration of the Library District. All trustees do affirm that they:

- Observe ethical standards with truth, integrity and honor;
- Avoid situations in which personal interests might be served or financial benefits gained at the expense of the Library or its users;
- Excuse one's self immediately whenever there is the appearance of a conflict of interest;
- Ensure their personal philosophies or interests do not interfere with their administration of the Board or their support of its decisions;
- Respect the confidential nature of Library business while being aware of the applicable laws governing freedom of information;
- Support to the fullest the efforts of librarians in resisting censorship of Library materials by groups or individuals;
- Accept and perform all of the duties and functions of the position of Trustee;
- Listen and respect the opinions of other Board members, never criticizing other Board members for their opinions;
- Recognize that authority lies only within legal meetings of the Board and not with its individual members;
- Keep the Board informed of relevant information that would be of interest to all of its members;
- Read the distributed materials before the meetings and come to all meetings prepared to discuss the issues;
- Participate actively in meetings and actions and inform the Library Director when unable to attend;
- Attempt to interpret and anticipate the needs of the users of the Library;
- Refer concerns to the proper level on the chain of command within the Library;
- Recognize that the Board's responsibility is to ensure the Library is well managed, never undermining the authority of the Director in that management;
- Represent all users and potential users of the Library fairly and equally;
- Ensure that the Library and its facilities are well maintained, financially secure, growing, and always operating in the best interests of its users;
- Advocate for the Library, both within the community and within other organizations;
- Use the Library and become familiar with its staff and operations;
- Take advantage of opportunities for continuing development.

APPLICATION PROCESS

The Campbell County Public Library is required by Kentucky Revised Statute 173.490 to maintain five trustees. Trustees are appointed by the County Judge-Executive with the approval of the Fiscal Court. The Library must provide two interested candidates for any open position. Trustee positions are representative of different areas of the county.

Terms of trustees last for four years with the possibility of re-appointment for one additional term.

Trustees are not paid and must not have any interest in the sale of materials to the Library including books, magazines, supplies, equipment, insurance or services. (KRS 173.510)

Signature

Date