

Policy 101 Trustee Training

Purpose: To state the Library's policy regarding training of Library Trustees

1. Introduction: The Library feels strongly that Trustee training is essential to maintain the high standards expected by our patrons.
2. Highland Park Public Library Policy
 - a. Trustee training shall include the following mandatory programs.
 - (1) Orientation by the City of Highland Park
 - (2) Open Meetings Act (online certification)
 - b. Trustee training also includes optional participation in the following activities.
 - (1) Membership in professional library associations. The Library will pay 50% of the annual membership fees, not to exceed \$100 per person.
 - (2) Attendance at professional conferences.
 - (a) Registration fee will be paid by the Library.
 - (b) Travel expenses shall not exceed \$50 per conference.
 - (c) A written summary of the conference highlights shall be submitted for inclusion in the monthly Board packet.
 - (d) Special consideration will be given to trustees invited to speak at conferences.

Revision History

Adopted December 9, 2014

Adopted August 10, 2021