



Metronet
SERVING TWIN CITIES LIBRARIES

METRONET GOVERNING BOARD Job Description

The duties and responsibilities of Governing Board members shall include, but not be limited to, the following:

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| 1. | Develop, approve, and amend as necessary the annual budget |
| 2. | Review and approve all expenditures |
| 3. | Participate in Governing Board orientation |
| 4. | Adopt bylaws |
| 5. | Elect officers |
| 6. | Hire staff as needed |
| 7. | Supervise the Executive Director |
| 8. | Approve applications and acceptances for Operating and other grants |
| 9. | Approve Strategic Plan |
| 10. | Develop and adopt procedures for fiscal management |
| 11. | Recruit new Governing Board officers from Metronet membership |
| 12. | Interview Board candidates and recommend slate to MELSA Board of Trustees |
| 13. | Attend Governing Board meetings at least quarterly (currently bi-monthly) |
| 14. | Participate and/or recruit volunteers for subcommittees |
| 15. | Other as assigned |

The Governing Board may also authorize Metronet staff to enter into any contract or lease, or execute and delivery any instrument in the name of and on behalf of Metronet, and such authority may be general or confined to specific instances.

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METRONET GOVERNING BOARD APPLICATION

Mission Statement

Metronet enables metropolitan libraries of all types to cooperate and to enhance services to their communities.

Please complete this form and return it to info@metronet.lib.mn.us

Name _____

Address _____

City _____ State _____ Zip _____ County _____

Phone (day) _____ Best time to call _____

Email _____

Do you have previous experience serving on a Board? Yes No

If yes, please describe: _____

Please check the type of representative position for which you are applying:

Public Academic School (K-12) Special Citizen

If applying to be a library representative, please list your current library/employer:

What types of libraries have you used?

Public Academic School (K-12) Special (hospital, corporate, law, govt., etc.)

In your own words, please explain why you are seeking this position and what experience/skills you will bring to the Metronet Governing Board:

References (2):

Name _____

Email _____

Name _____

Email _____

Please note that current library employees are not eligible to serve as citizen representatives on the Metronet Governing Board (but may serve as representative for their library type).