

# BELOIT PUBLIC LIBRARY BOARD OF TRUSTEES COMMITTEE DESCRIPTIONS

## **Arrowhead Library System Board**

The Arrowhead Library System Board is the governing body of the Arrowhead Library System. Appointments to this Board are confirmed by the county and serve a 3-year term. Meetings are monthly (6pm on the 2<sup>nd</sup> Wednesday of the month) and are typically held at ALS headquarters in Janesville. Meetings may also be held at any of the 7 member libraries.

*Beloit Public Library holds one seat on the ALS Board. While it is preferable for one person to complete the entire 3-year term, we have appointed a replacement mid-term on occasion.*

## **BPL Foundation**

The Beloit Public Library Foundation raises funds on behalf of the Library and manages a healthy endowment, a percentage of which is earmarked annually for special projects and support of Library needs. This board also involves holds fundraising activities throughout the year as well as capital campaign projects when needed. Meetings are held every other month (Noon on the 2<sup>nd</sup> Wednesday of the month) and occur in the Board room on the 2<sup>nd</sup> floor of the Library. This board also involves holds fundraising activities throughout the year as well as capital campaign projects when needed.

*The Library Board appoints 3 trustees to serve as Directors on the BPL Foundation Board. These board members are expected to be active, voting members of the Foundation Board who can provide guidance and liaise between the two boards.*

## **Budget Committee**

The Budget Committee works with the Library Director to evaluate various budgetary issues and makes recommendations for action to the full Board. This committee meets on an as-needed basis, typically in early summer.

*The Budget Committee is typically 2-3 members, including the Board President and one member from the Strategic Planning Committee.*

## **FABL**

FABL sells used and donated books to raise money for Library projects. They maintain an ongoing book sale space in the Library and also host various other sales throughout the year. They also advocate for libraries and encourage community support. Meetings are held every other month (3pm on the 2<sup>nd</sup> Wednesday) in the FABL workroom on the 2<sup>nd</sup> floor of the Library.

*The Library Board appoints 1 trustee to serve as a liaison between FABL and the Library Board.*

## **Personnel Committee**

The Personnel Committee works with the Library Director to evaluate personnel matters and make recommendations for action to the full Board, including proposed changes to the pay plan. The Personnel Committee also conducts the annual evaluation of the Library Director and recommends the Library Director's salary adjustment to the Library Board. This committee meets on an as-needed basis, including a meeting in late November or December for the performance evaluation.

*The Personnel Committee is typically 2-3 members, including the Board President.*

## **Strategic Planning Committee**

The Strategic Planning Committee works with the Library Director to provide perspective on the development of the Strategic Plan and make recommendations for action to the full Board. This committee meets on an as-needed basis.

*The Strategic Planning Committee is typically 2-3 members, including one member who also sits on the Budget Committee.*



beloit public library