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## Board of Trustee Job Description

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### General Responsibilities

- Serve a three-year term; appointed by the supporting municipalities and approved by the Brandywine Community Library Board of Trustees.
- Attend Board of Trustees meeting; meetings held fourth Thursday of each month at 6:30 PM in the Brandywine Community Library meeting room. November's meeting is on the third Thursday due to the holiday and there are no meetings in July and December.
- Attend Berks County Public Libraries Trustee Workshops.
- Participate in the development of and enforce rules, regulations and policies governing the library.
- Support the Brandywine Community Library's mission.

### Advocacy and Lobbying for the Library

- Attend meetings in respective municipalities.
- Participate in library funding campaigns.
- Advocate for programs in the library.
- Support the library director and staff in fulfilling their responsibilities effectively.