

2019 Clinton Community Library Board of Trustees

TRUSTEES

Matthew Pfisterer - President, Mary Pat Sternberg - Vice President, Sue Ellen Fairbanks - Secretary, Johanna Whitton - Treasurer, Marion Auspitz - Trustee, Zachary Snow - Trustee, Timothy Sullivan - Trustee, Kim Lewis - Trustee

FINANCE COMMITTEE

Johanna Whitton, Chair
Zachary Snow

COMMITTEE OBJECTIVES

Collaborate with Library Director in preparation of annual budget. Review monthly financial statements. Monitor financial performance. Monitor systems of internal controls and compliance. Determine audit schedule/process. Review tax documents. Monitor insurance parameters/costs.

GOVERNANCE COMMITTEE

Zachary Snow, Chair
Sue Ellen Fairbanks
Matt Pfisterer
Kim Lewis

COMMITTEE OBJECTIVES

Review Bylaws and present report/recommendations at January meeting. Solicit annual Conflict of Interest Certifications at January meeting and as needed for new Trustees. Execute annual Board self-evaluation of functioning/effectiveness. Prepare annual slate of officers. Collaborate with Operations Committee in annual evaluation of Library Director. Vet trustee candidates and make appointment recommendations.

OPERATIONS COMMITTEE

Matt Pfisterer, Chair
Zachary Snow
Mary Pat Sternberg
Sue Ellen Fairbanks

COMMITTEE OBJECTIVES

Collaborate with the Library Director in ongoing review of library policies/procedures. Monitor critical incidents. Monitor productivity/patron use summaries. Collaborate with the Governance Committee in annual evaluation of Library Director and provide guidance as needed.

FUND RAISING COMMITTEE

Sue Ellen Fairbanks, Chair
Mary Pat Sternberg
Johanna Whitton
Marion Auspitz
Kim Lewis

COMMITTEE OBJECTIVES

Prepare and execute annual calendar for fund raising. Annual Appeal, Newsletter underwriting, Community outreach events.

FACILITIES COMMITTEE

Mary Pat Sternberg, Chair
Marion Auspitz
Kim Lewis

COMMITTEE OBJECTIVES

Review state of physical plant and make recommendations for improvements. Ensure facilities are compliant with applicable building/safety codes. Ensure facilities are properly maintained. Review proposals to replace furniture.

LONG TERM PLANNING

Sue Ellen Fairbanks, Chair
Marion Auspitz
Mary Pat Sternberg
Timothy Sullivan

COMMITTEE OBJECTIVES

Prepare and monitor long-term plan.

DEVELOPMENT COMMITTEE

Marion Auspitz, Chair
Timothy Sullivan

COMMITTEE OBJECTIVES

Collaborate with Library Director to pursue grants. Develop messaging strategy. Cultivate donors and identify opportunities for individual giving and corporate donations.

Please clear committee meeting dates with Library Director so she can attend.

Committee Chairs prepare a brief written report of meetings and/or activities for each BOT meeting.

Members of the community are welcome to join Board Committees as non-voting members.