

COLUMBUS PUBLIC LIBRARY

APPLICATION FORM FOR THE LIBRARY FOUNDATION

The purpose of the Library Foundation (Foundation) is to solicit and receive or reject gifts, bequests, grants, and property of any kind for the benefit of the Columbus Public Library (the Library) to enhance projects and activities outside the Library's regular operating budget. The Foundation trustees (also called members) serve three-year terms. At this time, meetings are held on a weekday, once a month from 4:00 P.M. - 6:00 P.M. at the Library. A standing time for the annual meeting is the third Thursday of January.

Duties and Responsibilities of Foundation Trustees

- > To solicit and receive gifts, bequests, grants and property
- > To enhance projects for the benefit of the Library
- > To oversee the Library's Endowment Fund
- > To set investment goals and policies
- > To set funding goals
- > To organize fund raising events
- > To advocate for the library
- > To sign a conflict of interest questionnaire
- > To make a financial pledge of any amount to the Foundation

Prospective Foundation members/trustees should be aware of the following criteria that will be used by current members to evaluate candidates for vacant positions. A Foundation trustee must:

1. Commit the time necessary to carry out the duties of a member. This includes a commitment to learning about public library issues, to attend Foundation meetings, to serve on a subcommittee(s), and to carry out Foundation assignments.
2. Be genuinely interested in public libraries and understand their importance in meeting the educational, recreational, and informational needs of the community.
3. Understand the local community, its social and cultural needs, and be willing to communicate these needs to the Foundation.
4. Be able to collaborate with others to reach a common goal.
5. Be open-minded, intellectually curious, and respectful of the opinions of others.
6. Have the courage to plan creatively and to effectively implement the plans.
7. Be able to support intellectual freedom and equal assess.
8. Have personal experience in one of the following areas: a) education, b) grant writing, c) architecture/construction, d) accounting/finance, e) technology, f) law/government, g) humanities, h) fund raising, or i) special interest groups, such as seniors, teens, non-English speaking populations, families, and college students.

Name: _____ Home phone: _____

Occupation: _____ Business phone: _____

Mailing Address: _____ City: _____

Street Address (if different than above): _____

Email Address: _____

____ Resident of Platte County

____ Resident of Columbus (Inside City Limits)

____ Live outside Platte County, but work or go to school in Platte County.

What skills and experiences would qualify you to serve on the Library Foundation?

Affiliations/Clubs: _____

On what other boards have you served? _____

Name charitable or community activities in which you have been involved. _____

Do you have a current library card? ____yes ____no

If yes, please specify which of the library's services and/or equipment you use. _____

Your Availability to Serve

Could you regularly attend Foundation meetings? ____yes ____no

How many hours per month, in addition to Foundation meetings, could you serve the library? _____

Would you attend a training session for new Foundation members? ____yes ____no

Please, write a brief statement explaining your understanding of the Columbus Public Library's purpose.

Briefly explain why you would like to serve. _____

References:

(Please, list three names, addresses, and phone numbers)

1. _____

2. _____

3. _____

(Signature)

(Date)

Submit completed application to the Director of the Columbus Public Library, 2504 14th St., Columbus, NE 68601. Questions can be directed to Mimi Ernst at (402) 563-2467.

