

## Poplar Creek Public Library District Student Trustee Policy

The Poplar Creek Public Library District (PCPLD) Board of Trustees designates an advisory board position to one qualified high school student annually. High school students may apply for this position each spring. Applicants must be between 15 and 18 years old, live within PCPLD, possess a current library card in good standing, be a U.S. Citizen and maintain a 3.0 G.P.A. on a 4.0 Scale. They must be a member of the Teen Advisory Board (TAB) and will work with the Teen Services Coordinator to represent the TAB's input to the PCPLD Board of Trustees.

### Duties of the office of Student Trustee

- › Serves a one-year term and must be seated at May meeting (attend Trustee Training Workshop in June) May apply for a second term.
- › Attends all meetings, except closed sessions
- › *Maintains confidentiality at all times*
- › Takes the online Open Meetings Act training and test within 30 days of being seated, printing a certificate for the Library's files
- › Provides a brief written report for the monthly board meeting, based upon *highlights* of TAB
- › Will vote on issues, as an advisory vote but not an official vote of the Board of Trustees
- › Serves as an advisory liaison between the teen department and the PCPLD Board of Trustees
- › Serves as a Public Relations representative amongst young adults in the community, promoting library activities and receiving input from peers
- › Participates in program planning in a consultative manner
- › The student trustee's presence is not counted towards a quorum
- › Any trustee cannot be a PCPLD employee concurrent with their board position

Approved by the PCPLD Board of Trustees on September 26, 2017