

## Pentwater Township Library

### Board Officer Succession Policy

The Pentwater Township Library (PTL) Board desires full inclusion and involvement of all Board Trustees (Trustees) in execution of the mission and bylaws of the organization.

Therefore, the Trustees have identified a succession of positions, combination of officer positions and committee presidents, that allow for diversified experience and contribution of all board members. Given all trustees must fulfill the following responsibilities as discussed in the Michigan Public Library Trustee Manual, opportunities for orientation and experience are key for success of all trustees:

- Attend all board meetings
- Participate at meetings
- Become a team player
- Support board decisions
- Advocate for the library
- Respect the role of the library director
- Support the library director

By allowing all trustees to serve in the major roles, the trustees will fulfill their responsibilities with balanced contribution from all trustees, sharing the duties required to make PTL a successful organization.

The desired succession of roles would be:

- Board Secretary
- Board Treasurer
- Vice President of Board
- President of Board

New trustees would be nominated to the Board Secretary role during their first year as Trustee, moving through the other roles in approximate order above, depending on specific balance of new and existing trustees. The Board Nominating Committee would review the options for complete slate of board roles, match trustees with rotating roles, and make recommendations to the full Board for approval per Board Officer Policy in December.

It is intended that no one board member serves more than three consecutive years in the position of Treasurer or President.

(Please insert this policy at the end of Article II (Officers))