Daly City Library Board of Trustees
Job Description

The Daly City Library Board of Trustees is a volunteer unpaid group of individuals established per statutory authority in the Daly City Municipal code, Title 2, Chapter 2.26. Each of the five members is appointed by the Mayor by and with the consent of the City Council for a term of three years.

Mission Statement

The Daly City Library Board of Trustees in its advisory role shall:

- Advocate literacy for all ages and all people
- Communicate constituent needs to the City Council and Library staff
- Facilitate fulfillment of the Library’s future needs and vision

Qualifications

Resident and registered voter of Daly City
Interest and motivation to serve the public

Responsibilities

Fulfill role outlined in the Mission Statement
Attend monthly Board meetings
Advise Library Director and staff on policies
Review and approve Board Policies and bylaws
Collaborate in the writing of the Annual Report
Participate in commission activities
Participate in Legislative Day activities
Attend Board orientation and training
Be familiar with the state’s Ralph M. Brown Act (open public meeting law)