

BARTLETT PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES EXPENDITURE POLICY

In order to make the Library Board visible and active in the community, to keep the Board informed of developments in the library world, to advocate for public libraries, and to fulfill the requirements of the Illinois State Library, money is set aside in each year's budget for Trustee Development. Trustees expenses paid from this fund include:

- Dinners and other activities sponsored by community organizations such as the Chamber of Commerce.
- Membership in the American Library Association and the Illinois Library Association.
- Library-organization related meetings, workshops, dinners, and conferences.
- Publications related to Trustee development, such as the *Illinois Library Laws* and the *Trustee Facts File*.

Trustees are encouraged to attend such events as the Trustee days of the Illinois Library Association conference. When attending such events, meals related to the conference are paid for, but Trustees are expected to pay for their own transportation costs and non-conference related meals. Trustees are also expected to pay for the costs of meals, etc., if their spouse or guest attends.

Trustees may also attend the Public Library Association or the American Library Association Conference. The conference registration fee will be paid for one Trustee. (Transportation, room and meal costs must be paid for by the Trustee.) If more than one Trustee is interested in attending one of these conferences, a lottery will be held. In the years when a national conference is scheduled for Chicago, Trustees will decide on the guidelines for attendance as part of the budgeting process in the year leading up to the conference.