



**Application For  
Riverhead Free Library Board of Trustees  
330 Court Street  
Riverhead, New York 11901**

The Riverhead Free Library Board of Trustees provides a liaison between the general public and the Library. The Library Board has the legal authority and responsibility to see that the Library is well managed, and that it operates in accordance with the Library's charter as well as with policies established by the Board itself and the laws of the State of New York.

***Duties and Responsibilities of Library Trustees***

- Appointment of the Library Director
- Budget oversight
- Policy formulation
- Long and short-range planning
- Liaison between the general public and the Library

The Board of Trustees meets on the second Wednesday of each month at 6:30 p.m. and additionally if needed. Potential candidates should have a strong interest in public libraries and must be willing to devote the time and effort necessary to fulfill their obligations as Library trustees.

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Street Address (if different): \_\_\_\_\_

Email Address: \_\_\_\_\_

**YOUR BACKGROUND**

What education or skills could you contribute to our board? (Please check)

- |   |                                  |   |
|---|----------------------------------|---|
| <input type="radio"/> Accounting          | <input type="radio"/> Management | <input type="radio"/> Public Relations      |
| <input type="radio"/> Investment          | <input type="radio"/> Marketing  | <input type="radio"/> Knowledge of services |
| <input type="radio"/> Fund raising        | <input type="radio"/> Education  | <input type="radio"/> Public Speaking       |
| <input type="radio"/> Community relations | <input type="radio"/> Planning   | <input type="radio"/> Team Player           |
| <input type="radio"/> Motivated           | <input type="radio"/> Lobbying   |   |
| <input type="radio"/> Affiliations: _____ |                                  |   |

Other (please explain) \_\_\_\_\_

On what other boards have you served? \_\_\_\_\_

Charitable or community activities in which you have been involved: \_\_\_\_\_

\_\_\_\_\_

Do you/your company/your employer currently do business with the Library? \_\_\_\_Yes \_\_\_\_No  
If yes, please specify the name of the company and type of services provided. \_\_\_\_\_

\_\_\_\_\_

Do you have any relatives currently employed at RFL? ☐ Yes ☐ No

\_\_\_\_\_

### **YOUR AVAILABILITY TO SERVE**

Could you regularly attend board meetings? ☐ Yes ☐ No

How many hours per month, in addition to board meetings, could you serve the Library? \_\_\_\_\_

Would you attend a training session for new board members? ☐ Yes ☐ No

### **YOUR VIEWS ON OUR LIBRARY**

What is your interest in the Library? \_\_\_\_\_

\_\_\_\_\_

Please write a brief statement of your understanding of the mission of the Library.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **REFERENCES (List three names, addresses and phone numbers)**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

***Please attach your resume to this application.***

Signature

Date

**Return this completed form to the Library, attention Library Director. Thank you for your interest in serving your Library.**

**Application deadline for the April 14, 2026 election is February 17, 2026**