



Trustee Training from the Colorado State Library

The Colorado State Library offers a set of training options to support public library board development. Each option is customized to the local needs of the board, and can be offered in-person or online. Many of these topics can also be offered to other organizational boards (Friends, Foundations, etc.).

Trustee Orientation

- Checklist for new trustee orientation

Board Essentials Training

- Key Responsibilities for Library Boards
- The Basics of Good Governance
- Board Ethics
- Library Values
- Effective Meeting Facilitation
- Open Meeting Law & Colorado Open Records Act
- Fiduciary Responsibilities of Trustees
- Colorado Public Library Standards

Special Topics for Board Training

- Library Advocacy Strategies
- Introduction to Strategic Planning
- Legal Hot Topics for Libraries
- Self-Regulation & Self-Evaluation for Boards
- The Interrelationship Amongst Library Governing Boards, Friends, and Foundations
- Planning for the Future: Trends Influencing Public Libraries
- Library Districts: The Basics... and More
- Public Libraries and Intellectual Freedom
- Writing and Revising Library Policies

Facilitation Services & Workshops

- Board Retreat Facilitation
- Facilitation of Strategic Planning/Visioning
- Telling the Library's Story

Resource Guides

- Hiring a Library Director
- Master Checklist of Policies for Libraries
- Fact Sheet: Guns in the Library
- Removing Barriers to Access

To request Trustee Training for your library, email Schimpf_C@cde.state.co.us or call 303-866-6891
<http://www.cde.state.co.us/cdelib/librarydevelopment/publiclibraries/index>