



## CERTIFIED TRUSTEE PROGRAM

Trustee Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City State Zip: \_\_\_\_\_  
 Library: \_\_\_\_\_  
 Email: \_\_\_\_\_

**PURPOSE:** To promote participation in Library activities on all levels: LOCAL, SYSTEM, STATE and to reward such participation. The recognition of service and library advocacy by trustees who demonstrate the effort to educate themselves about libraries, library issues, and the responsibilities associated with the position of library trustee is by certification as a library trustee. The program underscores the importance of continued learning through LTA’s Trustee Institute and other state, system, or local program workshops. Trustees can earn credits toward certification by participating in listed trustee development/learning activities.

**ELIGIBILITY:** All LTA member library boards and trustees are eligible for this program. Credit will accrue for listed activities and events for individuals serving on a LTA member board.

**ADMINISTRATION:** LTA will maintain records of participants involved in credit earning programs and activities. LTA will review accumulated credits annually and trustees are encouraged to maintain a personal record of all participation in the appropriate activities and notify LTA of activities that qualify for credit.

### Certified Trustee Program TABLE OF CREDITS

LTA members earn credit for participating in the following trustee/learning activities	Credits Earned	Indicate activity by noting the date
LTA Annual Trustee Institute attendance at any session	50	
LTA sponsored workshop attendance at any session	15	
Session speaker/panelist at LTA Institute	25	
NYLA Annual Conference Attendance	10	
Library or System Trustee Program participation	15	
Workshop speaker/panelist at local/system program	10	
Serve as a Library Board officer/executive committee	25	
Serve as a Library Board Trustee	15	
Serve as a Library System Board Trustee	15	
Attend Library Advocacy Day	25	

### ITEMS OF RECOGNITION

(cumulative credit totals)

LTA Certified Trustee Recognition Certificate	50 credits
Certified Trustee Lapel Pin	100 credits
Tuition fee paid for one LTA Trustee Institute <i>(for Saturday and one time only)</i>	200 credits

*submit credits to: LTA PO Box 11048, Albany NY 12211*