

## ANNOUNCEMENT OF LIBRARY BOARD VACANCY

A vacancy will exist for the Zone 2 position on the Deschutes Public Library System board of directors. This zone represents Sisters, Tumalo, parts of east and north Bend and surrounding areas. The term for this position will run from January 1, 2021 to June 30, 2021.

Interested candidates must reside in one of the following Deschutes County precincts 11, 13, 14, 15, 19, 20, 22, 30, 34, 37, 41, 45, and 49. Any elector residing within these precincts is qualified to serve as a district board member.

If you are unsure of what precinct you live in, a precinct map can be found on the Deschutes County Clerk's website:

<https://www.deschutes.org/clerk/page/precinct-and-district-maps>

The Board holds monthly meetings the second Wednesday of each month at noon. In addition, the Board may hold subcommittee meetings and Board planning sessions in addition to the regular monthly meeting.

**All applicants must submit an application by 4 p.m. Friday, December 11, 2020.**

## Deschutes Public Library District Governance Overview

Thank you for your interest in the Deschutes Library District Board of Directors. The following information describes the board's approach to governing the district.

### I. Vision of Board Leadership

The Deschutes Public Library District Board is committed to providing visionary leadership to the Library District. This vision includes a board that proactively (1) identifies and addresses future opportunities and challenges and (2) seeks information to ensure that the district's activities address the needs of the public. The Board operates in an ethical, responsible, and efficient manner.

### II. Approach to Governance

The Board is committed to its role as trustees of the Library District. The Board governs the district on behalf of the people of Deschutes County. The Board primarily governs the district through policies. These policies have been developed over time and in consultation with staff and the community.

### III. Governance Model

The Board governs through a governance model known as the Governance by Policy Model, also known as the "Carver" model. The Board adopted this model when the district was formed because it recognized that Board leadership requires that the Board provide vision for the organization it leads. To do so, the Board must first have clarity about its own job. Policy Governance provides a powerful framework for structuring the job of the Board and providing this clarity. With Policy Governance, the Board is liberated from *unnecessary*, time-consuming preoccupations with management detail and enabled to focus on the real business of governance – creating, sustaining and achieving a vision.

The model is characterized by a clear delegation of duties and accountability between the Board and the Library Director. The Board is responsible for setting the direction of the Library District while the Library Director is responsible for "getting there." The Director is authorized to work with staff to create programs designed to achieve the results the Board has established in policy. These policies are called Results Policies. The Director may implement these programs so long as the Library operates within the policy constraints the board has defined, which are called Executive Limitations. A key to the governance model is accountability of the Board to the expectations it has set in its policies. Therefore, all Board policies are monitored and reviewed annually.

### IV. Code of Conduct

The Board is committed to constructive communication and problem solving. In order to achieve this, the board has created a set of guidelines, called Interaction Agreements. These agreements, which are reviewed and revised annually, describe ideal board member behaviors in areas such as decision making and communication.

DESCHUTES PUBLIC LIBRARY BOARD  
PROSPECTIVE MEMBER BACKGROUND INFORMATION

Please complete this form and return to:  
Martha Lawler, Board President  
c/o Deschutes Public Library  
507 NW Wall Street  
Bend, OR 97703

Or email to [board@deschuteslibrary.org](mailto:board@deschuteslibrary.org)

Applications due by 4 p.m. Friday, December 11, 2020

Application Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Residence Address: \_\_\_\_\_

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

Business Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

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

Precinct No.: \_\_\_\_\_

How long have you lived in this community? \_\_\_\_\_

Describe your educational background:

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List current and previous occupations:

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Describe your past and present involvement with libraries:

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Describe your involvement in volunteer activities, clubs, organizations, boards, etc.:

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Describe what services of the Deschutes Public Library are important to you:

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Give the reasons you are interested in serving as a member of the Library Board

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