

## **ANNOUNCEMENT OF LIBRARY BUDGET COMMITTEE VACANCY**

A vacancy exists for the Deschutes Public Library System budget committee. Budget committee members are chosen from qualified registered voters residing in Deschutes County. The term for this position will run from May 1, 2021 to June 30, 2023.

The budget committee generally meets once annually to approve the library budget.

**All applicants must submit an application by 4 p.m. Thursday, April 1, 2021.**

Policy Type: Governance Process

## I-K Policy Title: Board Budget Committee Vacancies

Approved: 06/08/16

*The Board will ensure that vacancies for the Board Budget Committee are filled in a timely manner and with equitable geographic representation to the degree possible.*

Accordingly,

1. The Budget Committee consists of the Deschutes Public Library Board plus an equal number of appointed electors.
2. "Electors" are registered voters in the district.
3. Electors cannot be officers, agents or employees of the District.
4. Electors are appointed for staggered 3-year terms.
5. All members of the Budget Committee have the same authority.
6. At the direction of the Board president, the Director shall publicly advertise district-wide for applicants for vacant positions.
7. The Board shall accept and review written applications from prospective Budget Committee members. Recent past committee members may submit a letter of interest in lieu of application.
8. The Board may review applications and select which applicants to interview.
9. The Board may interview applicants.
10. The Board shall fill the vacant positions by appointment by a majority vote of the Board.
11. If no suitable applicants are identified, the committee could have less than the 10 members but no fewer than six (quorum).

Budget Committee's Duties:

1. Receive and review the budget document.
2. Hear the budget message.
3. Hear and consider public comment.
4. Request and receive additional information as needed.
5. Discuss and revise the budget as needed.
6. Approve the budget.
7. Approve the property tax rate.

# DESCHUTES PUBLIC LIBRARY BOARD PROSPECTIVE MEMBER BACKGROUND INFORMATION

Please complete this form and return to:

Todd Dunkelberg

Library Director

Deschutes Public Library

[toddd@deschuteslibrary.org](mailto:toddd@deschuteslibrary.org)

Applications due by 4 p.m. Thursday, April 1.

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:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List current and previous occupations:

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\_\_\_\_\_  
\_\_\_\_\_  
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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 budget committee:

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