

**Record your credit today!**

## Certified Trustee Program

*Sponsored by NYSALB*

The Certified Trustee Program is designed to recognize trustees who make the effort to educate themselves about libraries, library issues, and responsibilities of trustees. Additionally, this Program recognizes trustees who participate in NYSALB programs and acknowledges efforts of trustees who provide knowledge and skills to their local libraries. The Program acknowledges, and offers recognition for experiential learning that accrues from trustees' special positions and activities. It underscores the special importance of continued learning through NYSALB's Trustee Institute and other program workshops. Under this program, NYSALB members earn credits for participating in listed trustee development/learning activities.

### Eligibility

All NYSALB member library boards and trustees are eligible for recognition in this program. Credit will accrue for listed activities and events for individuals serving on a NYSALB member board.

### Administration

NYSALB will maintain records of participants involved in credit earning programs and activities. NYSALB will review accumulated credits annually and issue the appropriate recognition. Trustees are encouraged to maintain a personal record of all participation in NYSALB sponsored opportunities and notify NYSALB of trustee activities that qualify for credit.

<b>Certified Trustee Program Table of Credits</b>	Credits earned	Indicate activity by noting date on corresponding line.
NYSALB members earn credit for participating in the following trustee development/learning activities.		
NYSALB Annual Trustee Institute—attendance at any session	50 credits	
NYSALB sponsored workshops—attendance at any session	15 credits	
Session speaker/panelist at NYSALB Institute	25 credits	
NYLA Annual Conference—attendance at any session	10 credits	
Local/System Trustee Program—participation	15 credits	
Workshop speaker/panelist at local/system program	10 credits	
Serve as a Library Board officer/executive committee	25 credits	
Serve as a Library Board Member	15 credits	
Serve as a Local Board/System Board member	10 credits	

<b>Items of Recognition (cumulative credit totals)</b>	Credits needed
NYSALB Certified Trustee Recognition Certificate	50 credits
Certified Trustee Lapel Pin	100 credits
Tuition fee paid for one NYSALB Trustee Institute <i>one time only</i> (Saturday sessions)	200 credits

**Please fill out reverse side.**

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Your credits can begin today when you fill out the front side indicating areas that you qualify and the form below. Please turn it in at the registration desk (or mail this form to NYSALB).

name \_\_\_\_\_

address \_\_\_\_\_

city st zip \_\_\_\_\_

email \_\_\_\_\_

library \_\_\_\_\_

board office \_\_\_\_\_

comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please address and mail it to:

Certified Trustee  
NYSALB  
PO Box 11048  
Albany, NY 12211