

*POLICY 1007*  
*Adopted 3-28-89*

**ORGANIZATION**

***Board of Trustees – Orientation of New Members***

The Board and the Librarian shall assist each certified member-elect to understand the Board's functions, policies, and procedures before the electee takes office. The following methods shall be employed:

- A. The electee shall be given selected material related to the scope and detail of Board membership and responsibility;
- B. The electee shall be invited to attend Board meetings and participate in its discussions;
- C. The Secretary shall supply to the certified electee Board agendas and other materials pertinent to the meetings of the Board;
- D. The incoming member shall be invited to meet with the Librarian to discuss services he/she performs for the Board.