



## Public Library Director Resources

As library director, you have a very important role in the success of the library. The library director is a critical source of information for the trustees and staff. This includes sharing ideas, concerns, financial information, and a vision for the future. The library director's role can be challenging but has many rewards and can make an lasting impact in your community.

### MAJOR DUTIES & RESPONSIBILITIES

- ▶ Acts as professional/technical advisor to library board of trustees on policy, finances, planning, library performance, and laws affecting libraries
- ▶ Hires, supervises, and inspires personnel
- ▶ Implements and interprets library policy
- ▶ Administers the library budget
- ▶ Manages library services and programs
- ▶ Directs outreach services to the community
- ▶ Manages and maintains the library facility, computer technology, automation system, and other library equipment
- ▶ Represents the library in the community and markets the library, its programs, and services
- ▶ Promote the library in the community and beyond

### WHAT LIBRARY DIRECTORS NEED TO KNOW

- Library Directors' Toolkit
- Library Law
- Open Meetings and Open Records Acts
- Library Funding and Governance
- Department for Local Government (DLG)
- KDLA Annual Report
- Certification Requirements
- Continuing Education
- Trustee Manual

### REGIONAL CONSULTANTS

#### Chris Bischoff

North Region  
[chris.bischoff@ky.gov](mailto:chris.bischoff@ky.gov)  
 502-550-5982



Central Region  
[.gieske@ky.gov](mailto:_.gieske@ky.gov)



#### Amber Potts

West Region  
[amber.potts@ky.gov](mailto:amber.potts@ky.gov)  
 270-498-8895

#### Alexa Adams-Robertson

East Region  
[alexa.adamsrobertson@ky.gov](mailto:alexa.adamsrobertson@ky.gov)  
 606-521-0075