



Bedford Hills Free Library Board of Trustees Prospectus

The Bedford Hills Free Library, a 501c3 organization, and a member of the Westchester Library System (WLS), seeks candidates for election to its Board of Trustees. Our mission is to provide equal and uncensored access to cultural, educational, recreational, information and services, as well as to offer programs that enhance learning, creativity, engagement, and responsible citizenship. Founded in 1915, the Library serves the Town of Bedford, particularly Bedford Hills/Bedford Corners, by providing library services and programs, circulating over 30,000 items and hosting events for over 15,000 annually.

The Library is now seeking candidates to build upon our recent success in creating programs and services and attracting new resources to support expanded operations and exciting initiatives. We aim to broaden the composition of the Board to better connect with diverse populations, new library patrons, and professionals from sectors such as education, publishing, or technology. In addition, to ensure the highest standards of governance, we welcome members with expertise in finance, law, capital planning, marketing and fundraising.

Commitments

- Meetings: 6 regular Board meetings annually, held in the evening, as well as an annual planning retreat and 1-3 committee meetings per year.
- Financial: 100% board participation at the level suitable for each member.
- Fundraising: purchase tickets or sponsor gala/special events, attend cultivation events, participate solicitation of donations or stewardship activities.
- Committees: serve on a committee (Executive, Special Event/Fundraising, or Human Resources)

Terms

- Dates: 5-year terms starting on January 1 and ending on December 31.
- Number of seats: minimum 5 and maximum 25.
- Attendance: members may not serve after 3 unexcused absences from regularly scheduled Board meetings.
- Conflict of Interest: members are required to review and sign an agreement annually.
- Geography – there are no restrictions, however candidates connected to the Bedford Hills and Bedford Corners community and/or Library are preferred.

The Board will consider nominations for candidates (including oneself) in the form of a letter/ bio that addresses:

- Interest in public libraries, literacy, or lifelong learning
- Commitment to the Library's mission and motivation for serving on the Board of Trustees
- Previous involvement or interest in the Bedford Hills Free Library
- Relevant professional expertise, skills, or experience:

Please send to Bedford Hills Free Library, 26 Main Street, Bedford Hills, NY 10507 or via email c/o Executive Director, Mary Esbjornson: mary@bedfordhillslibrary.org.

April 2025