



November 2006

Establishment of A Citizens Committee

As a result of our recently completed strategic plan, Cheltenham Township Library System (CTLS) will establish a Citizens Committee by the end of 2006 to examine issues identified in the plan related to the provision of and possible enhancement of library services to our community. The Committee will be comprised of 8 members and a chairperson. Ex-officio members will include the Library Board President and Director of the Library System. A library building consultant will be engaged to provide expertise in facility assessment and library practices and CTLS will provide clerical support for minutes, mailing, etc.

The Citizens Committee will represent CTLS in data gathering activities such as surveys and interviews but will not enter into contracts or issue reports independently of the Library Board.

The Committee's Task

The Citizens Committee will be charged with evaluating the efficiency of the current model of a four-branch system, investigating other alternatives to the present configuration and making recommendations to the Library Board based upon its data collection and analysis.

Timetable

The Committee will convene in January of 2007. An interim report will be due to the Library Board in June of 2007. It is expected that a final report will be completed by December of 2007.

Potential Committee Members

Committee members should be:

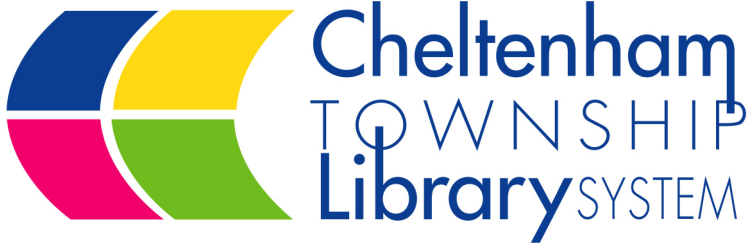
- Open-minded
- Able to comprehend numbers, statistics and data
- Able to think analytically
- Able to approach problem-solving in a positive and constructive manner
- Sixteen years of age or older

- Able to keep deliberations confidential
- Able to work in a group environment
- Able to meet deadlines
- Able to communicate by email (or make other arrangements to stay current)
- Able to attend meetings at least monthly for approximately 12 months
- Willing to review materials outside of meetings
- Able to travel to other library facilities

Selection Process

The request for volunteers for the Committee will be disseminated in November. Applications may be mailed or otherwise distributed to recommended participants. Applications are due by **January 31, 2007**. A Liaison Committee of the Library Board will review the applications and may establish an interview schedule with some or all of the candidates. Preference will be given to candidates who are not Library Board members, Friends Board Directors or library staff members.

The Citizens Committee is intended to reflect the diversity of Cheltenham's population and neighborhoods. While residency is not a requirement, all applicants must demonstrate a compelling interest in the quality of life in our Township.



**Application For Appointment To Citizens Committee
For System-Wide Facilities Assessment**

I would like to be considered for appointment to the Citizens Committee because:

Full Name: _____

Street Address: _____

Mailing Address (if different): _____

Telephone (day): _____ Telephone (evening): _____

Email: _____

Resident of Cheltenham Township ___ Yes ___ No If yes, for how long? _____

Educational Background: _____

Employment History: _____

Community Service: _____

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Please note any other prior experience, knowledge or abilities that you have that would support the efforts of the Citizens Committee.

Date:_____ Signature:_____

Thank you for your interest in serving on the Citizens Committee. Please return the form to: Carrie Turner, Director, Cheltenham Township Library System, 215 S. Keswick Ave., Glenside, PA 19038.