



## **Notice of Opportunity to Serve on Sonoma County Library Commission**

Apply by 5:00 p.m. Thursday March 22, 2018

*The Cotati City Council invites individuals who are committed to working for the betterment of the Sonoma County Library system to serve as Cotati's representative on the Sonoma County Library Commission*

We are looking for someone who is passionate about the library and its services, able to dedicate the time to participate effectively in Commission activities and decision-making, can represent the needs and interests of our community and of the library, and has strong interpersonal and communication skills.

The Library Commission provides governance for the Sonoma County Library; establishes policy; sets goals and objectives; hires and evaluates the director; monitors the annual budget; signs necessary contracts; exercises such other powers, consistent with the law to foster the effective use and management of the library. Sonoma County residence is required and preference will be given to applicants who reside within Cotati city limits. The term is through August 2020. The seat shall be filled through appointment by the Mayor and ratification by the City Council.

### **Qualifications**

- Interested in the library and its services.
- Has the ability and time to participate effectively in Commission activities and decision making.
- Is able to represent varied needs and interests of the community and of the library.
- Has strong interpersonal and communication skills.

### **Time Commitment**

- The Commission meets monthly, currently on the first Monday of each month at 6:30pm. Meetings can last up to four hours, and considerable preparation time is needed prior to each meeting.
- It has been common practice for the Commission to devote two all-day workshop meetings to budget planning.
- Commissioners may serve on one or more subcommittees or ad hoc task forces in addition to their regular duties.
- Special meetings or committee meetings may be called as necessary.

Completed applications for the City of Cotati's Sonoma County Library Commission appointment must be received in the office of the City Manager by **5:00 p.m. Thursday March 22, 2018.**

*Applications and additional information may be obtained at [www.cotaticity.org](http://www.cotaticity.org), or you may pick up an application at Cotati City Hall, City Manager's Office, at 201 W. Sierra Avenue. To request an application by email or U.S. mail, contact the Deputy City Clerk at [lberges@cotaticity.org](mailto:lberges@cotaticity.org) or call 665-3622.*

/s/ Lauren Berges, Deputy City Clerk