

Trustee of the Year Award Nomination Guidelines and Requirements

Please note that this only a guideline and not the nomination submission form.

Nominee: [First Name, Last Name]
[Library or Business Name]
[Address]
[City], [State] [Zip Code]
[Phone]
[Email]

Nominator: [First Name, Last Name]
[Library or Business Name]
[Address]
[City], [State] [Zip Code]
[Phone]
[Email]

Required Statement: 1 + page(s)

Please note that this document is a guide only. The number and order of paragraphs do not need to be followed. To make sure your final document is a complete nomination, always refer back to the award criteria on the ILA website.

The written support statement should NOT contain the name of the nominee. The nominee's name is only submitted on the "Nominee for Recognition" form.

Paragraphs 1-3

The nominee must be a personal member of ILA (or serve as Trustee at an ILA member institution) and have made a significant contribution to his/her local library.

Without identifying the nominee, describe the significant contributions to their library including years of service, offices, positions, committees, etc.

Paragraph 4

Include information on nominee's participation in system, state or national activities related to libraries.

Paragraph 5

Cite leadership examples and any other relevant information that supports your nomination.

Paragraph 6

Summarize and finalize statement for nominee.