

Trustee of the Year Award Nomination Outline 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 institution that is an ILA member) and have made a significant contribution to his/her local library.

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

Paragraph 4

Nominee must be a personal member of ILA. 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 bolsters your nomination.

Paragraph 6

Summarize and final statement for nominee.