

Tennessee Trustee Certification Program

Course Checklist

| | | | |
|----------------|--|--------------------|--|
| Your Name: | | | |
| Library Board: | | | |
| Region: | | Regional Director: | |

Versal Log-in Information

| | | | |
|---------------|--|----------|--|
| Email address | | Password | |
|---------------|--|----------|--|

My Courses

Advocacy

| | Course Name | Date Taken | Notes |
|--------------------------|--------------------------------|------------|-------|
| <input type="checkbox"/> | Types of Advocacy | | |
| <input type="checkbox"/> | Cultivating Your Commissioners | | |

Finance

| | | | |
|--------------------------|-----------------------------|--|--|
| <input type="checkbox"/> | Budgeting for Trustees | | |
| <input type="checkbox"/> | Monitoring Library Finances | | |

Personnel

| | | | |
|--------------------------|------------------------|--|--|
| <input type="checkbox"/> | Director Employment | | |
| <input type="checkbox"/> | Performance Management | | |

Planning

| | | | |
|--------------------------|------------------------------------|--|--|
| <input type="checkbox"/> | Types of Planning | | |
| <input type="checkbox"/> | 21 st Century Libraries | | |

Policies & Bylaws

| | | | |
|--------------------------|----------------------------|--|--|
| <input type="checkbox"/> | Internal Policies (Bylaws) | | |
| <input type="checkbox"/> | Public Library Policies | | |