



Texas Municipal Library Directors Association

ACHIEVEMENT OF EXCELLENCE IN LIBRARIES AWARD FAQ

What is the Achievement of Excellence in Libraries Award?

The Achievement of Excellence in Libraries Award is an annual award given by the Texas Municipal Library Directors Association to libraries that demonstrate their service excellence through the attainment of ten service criteria.

Who may apply for the Achievement of Excellence in Libraries Award?

This award is open to all Texas Municipal Library Directors Association members and the library they represent.

How do I become a member of TMLDA?

Membership in TMLDA is open to Municipal and County Library Directors, System Coordinators, Library management staff, and Assistant System Coordinators. There is an annual membership fee of \$50. The annual membership runs from January 1st to December 31st.

Please visit the TMLDA website at <http://www.tmlda.org> to download a membership application.

Where can I find an application packet for the award?

Application packets may be printed from the TMLDA website at <http://www.tmlda.org> or requested from Kerry McGeath at 817-748-8384.

FAQ continued on the back.

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What is involved in the application process?

- Entries must be submitted between December 1st and December 30th.
- Entries will cover the most recently completed fiscal year, which typically runs October 1 to September 30.
- Applicants will submit their application materials in a quality 3-ring binder.
- Applicants will complete Part I: Contact Sheet and Part II: Application.
- Applicants will provide narratives and examples of their service achievements in the ten categories.
- The Library need not provide all services listed in each service criteria, but must provide examples for all applicable categories.
- Applicants are encouraged to utilize existing marketing, promotional or informational items from the library and information from the State Library Annual Report.
- Completed binders are to be received by December 30th:

TMLDA Achievement of Excellence in Libraries
c/o Kerry McGeath
City Librarian, Deputy Director Community Services
City of Southlake
1400 Main Street, Ste. 130
Southlake, Texas 76092
817-748-8384

What is the fee to apply?

There is a \$55 non-refundable fee.

How will I know if our library received an award?

Announcements and awards will be mailed to the contact person listed on the contact sheet as well as to the person who submitted the application packet. Award recipients will also be announced at the Texas Library Association Annual Conference during the TMLDA business meeting. TMLDA members are available to present the award at any local formal presentations recognizing the receipt of the award. Contact information will be provided in the announcement letter.

Whom do I contact if I have more questions?

Kerry McGeath, Achievement of Excellence in Libraries Award Committee
817-748-8384 or kmcgeath@ci.southlake.tx.us