

**SELF-ASSURANCE of Trustee Education Activity Completion**

Beginning January 1, 2023, each library trustee (elected or appointed) is required to complete a minimum of two hours of trustee education annually.

(Education Law 260-d as added by *Chapter 468 of the Laws of 2021*)

Please use this form if a certificate of completion is not available from the approved education activity provider. Please submit this form to the Executive Director of the Finger Lakes Library System for review and signature. Trustees should retain a copy of the fully signed form.

I, \_\_\_\_\_ give this assurance:  
Trustee Name

I attended the following trustee education activity:

Approved Provider: \_\_\_\_\_

Title of Activity: \_\_\_\_\_

Topic/Content: \_\_\_\_\_

Format (e.g. workshop, webinar, online course): \_\_\_\_\_

Date(s) of Activity: \_\_\_\_\_

Number of Hours: \_\_\_\_\_

Signatures:

\_\_\_\_\_  
Trustee Date: \_\_\_\_\_

\_\_\_\_\_  
FLLS Executive Director Date: \_\_\_\_\_