The Corporation of
The Township of Brock
1 Cameron St. E., P.O. Box 10
Cannington, ON L0E 1E0
(705) 432-2355

Library Board Member Position Description

The *Public Libraries Act* defines the governance of public libraries in Ontario. According to the Act, a person is qualified to be appointed as a member of a board who is:

- A member of the appointed council, or,
- At least eighteen (18) years old
- A Canadian citizen or permanent resident of Canada within the meaning of the *Immigration and Refugee Protection Act* (Canada)
- A resident of the municipality for which the board is established
- Is not employed by the Board or by the Municipality

In accordance with the *Public Libraries Act, s. 10(2a)*, municipal council shall not appoint more of its own members to the board than the number that is one less the majority of the Board.

The Role of the Board

Public Library Boards are governing boards:

- Legal corporations with the authority to make policy and to govern the library's affairs under the *Public Libraries Act, RSO 1990, c. P.44.*

A board's duty is to provide comprehensive, effective, and efficient public library service that reflects the community's needs and builds community capacity.

The stakeholders of today's libraries expect strong leadership. Consequently, modern governance must reach beyond ongoing budget oversight and a regular strategic planning exercise to embrace new ideas and forge strong relationships that will support the library in its Vision, Mission, and Values.

Mission

Brock Township Public Library is a dynamic centre of interconnection, engaging and inspiring our diverse community.

Vision

Brock Township Public Library is a vibrant, responsive, and collaborative leader, providing enrichment throughout our community and beyond.

Values

Intellectual Freedom, Organizational and Service Excellence, Diversity, Equity and Inclusion, Literacy and Lifelong Learning, Accessibility, Innovation and Creativity, Collaboration.

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Responsibilities of the Library Board

- Sets the vision, mission, and strategic direction for the Library through strategic planning techniques
- Makes policies within the framework of legislation and regulations
- Oversees the Library's finances in accordance with public accounting principles and requirements and municipal budget and policy and procedures
- Monitors overall effectiveness of the Library in meeting community needs in an efficient and responsive manner and evaluates progress on the strategic plan
- Hires and evaluates a qualified Chief Executive Officer to implement the strategic plan and manage daily operations of the Library
- Promotes and advocates for the Library
- Adheres to the Public Library Act, its regulations and legislation

The Library Board has the authority to act on behalf of the Library. Individual board members have no authority to acto on their own. The board speaks with one voice.

Responsibilities of a Board Member

As a member of a Library Board, a member must act honestly and in good faith and in the best interests of the library. This means that the interests of the library take precedence over personal interests or those of any group with which the member is associated and/or may favour.

Board members must uphold and conduct their self in accordance with the Brock Township Public Library’s Respect in the Workplace – Harassment and Violence Policy. The Library is committed to providing a working environment that promotes mutual respect, provides equal opportunities, and is free from harassment.

Along with the governance and fiscal roles, Library Board members are expected to support and participate in community engagement by:

- Sustaining the Library as an essential community service
- Advocating the Library's role in the community
- Maintaining an open dialogue with the community
- Building strong relationships with Municipal Council
- Participating regularly in activities that build relationships with individuals and organizations that share interests with those of the Brock Township Public Library
- Developing strategic partnerships with community groups and leaders.

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A Board Member is

- Passionate about public libraries, the community and their synergy
- Ready to devote time and energy to the Library
- Committed to the Vision, Mission and Values of the Library
- Knowledgeable of the diverse needs of the community and committed to serving and supporting an ever-increasing diversity in our users
- Comfortable with advocacy, marketing, and fundraising, financially literate and/or has other non-profit committee experience
- Interested in supporting the Library as an integral part of the community's cultural, educational and recreational well-being
- Informed of standards and library trends
- A library user

Time Commitment

- Appointment for a four (4) year term concurrent with the term of Municipal Council
- Attend monthly meetings from September to June, on the first Monday of each month at 7:00 p.m., or an alternative date as agreed upon by the new library board
- Participate on committees that meet as required
- This is a volunteer position

For more information, please contact Fernando Lamanna, Acting CAO/Clerk at clerks@brock.ca