

Otonabee – South Monaghan Public Library Board

Trustee Job Description

Our Mission

To enrich community life by fostering the joy and love of reading encouraging life-long learning and providing a welcoming environment.

Our Vision

- We will provide programs for all age groups. To nurture and foster the joy of reading
- The Library will be the center of the community meeting place that is accessible welcoming and safe.
- To promote literacy
- To maintain a collection of fiction and nonfiction materials across platforms
- We will successfully obtain funding to support our Library
- To provide access to current technology across platforms
- To be valued community partner that contributes by informing and inspiring its citizenry

Responsibilities

The primary roles of the Otonabee-South Monaghan Public Library Board are to:

- Set a vision, mission, and Strategic direction for the library and develop a plan to advance these aims. Evaluate progress on the Strategic Plan.
- Make policy within the framework of government legislation and regulations.
- Oversees the library's finances in accordance with public accounting principles and requirements and within municipal budget policy and procedures
- Advocating the library's role in the community
- Monitor the overall effectiveness of the library in meeting community needs
- Set fees permitted by the Public Libraries Act.

- Building a strong relationship with municipal council
- Hire and evaluate a qualified Chief Executive Officer to implement the Strategic Plan and manage operations of the Library.

Time Commitment

The Library Board will hold a minimum of 7 meetings each calendar year. The time commitment includes preparation time to read and consider reports and other information in the meeting package and the meeting time of approximately 1-2 hours.

Compensation

Library Board Members may receive an honorarium from council at the end of the calendar year to pay to offset travel expenses incurred.

Library Board Legislation

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**,

The person appointed to the Library Board must be:

- A Canadian citizen
- At least 18 years old
- A resident of Otonabee South Monaghan township and
- Not employed by the Library Board or the Municipality (exception, the CEO is a nonvoting member of the board).