

COMPETENCIES AND SKILLS

Library Board members should have one or more of the following competencies/skills:

- Commitment to and strong interest in public libraries, the community and their inter-relationship
- Connections and affiliations with the community
- Ability to work with the other Board trustees, library staff, and governing officials, and to represent the Library in the community
- Aptitude for planning – both long and short range
- Facilitator/consensus building
- Previous experience on volunteer boards or advisory committees
- Understanding budget development and the budget process
- Public relations experience
- Technology background
- Financial/business background
- Human Resources background
- Knowledge of the community's social and economic conditions
- Knowledge of fundraising
- Appreciation of the diversity of the community served by Welland Public Library

For more information on becoming a Library Board Trustee, contact:

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Welland Public Library
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BECOMING A LIBRARY BOARD TRUSTEE



Welland Public Library

50 The Boardwalk

Welland, ON

L3B 6J1

905-734-6210

www.welland.library.on.ca

THE PUBLIC LIBRARY IN ONTARIO

The Public Libraries Act, Revised Statutes of Ontario 1990, Chapter P.44 provides the legal basis upon which public library service is offered in the Province of Ontario. It states: “The council of a municipality ... may by by-law establish a public library”. Once council passes a by-law to establish a public library, council must then appoint a board to administer the library.

PROCEDURES FOR BECOMING A LIBRARY BOARD TRUSTEE

The Welland Public Library has nine members who serve a four-year term concurrent with Welland City Council. The Board is composed of:

- 1 - City Council Representative
- 8 - Citizens-at-large, appointed by City Council

Members of the Library Board serve without remuneration.

Required

- Must be a Canadian citizen, and at least eighteen years old
- Must be a resident of the City of Welland
- May not be employed by the Library Board, nor by the municipality

If openings occur on the Library Board during its term of office, new appointees are selected in the manner described above.

WELLAND LIBRARY BOARD MEETINGS

The Welland Public Library Board meets at the Library on the third Monday of each month at 7:00 p.m. from September to June. From time to time, special meetings may be called, or board members may attend outside meetings, conferences and workshops for Trustees.

DUTIES OF THE LIBRARY BOARD

- To define the Library’s purpose and direction
- To employ a qualified Chief Executive Officer
- To set policies under which the CEO is delegated authority and resources to run the Library
- Establish and maintain relationships with local municipal councillors and MPPs.
- To act as a bridge between the Library and the community
- To promote library service to the community
- To ensure that the Library meets the community’s needs, as well as the Library’s stated goals
- Work to secure adequate funding to fulfill those goals
- Be aware of all legislation affecting libraries and play an active role in initiating and supporting beneficial library legislation
- Attend outside meetings and workshops for trustees and be prepared to interact with provincial and national library organizations

LIBRARY BOARD ACCOUNTABILITY

- Practice good governance
- Accept fiduciary responsibility
- Build a strong relationship with library users and non-users alike
- Keep abreast of standards and library trends
- Maintain an external, future focus
- Adopt a leadership style that will move library service forward
- Think in a business-like manner about a public service
- Adopt an annual budget and monitor its performance
- Supply annual budget estimates to City Council
- Provide annual reports on library operations to the community, City Council and the Province