



Taber Public Library Policy Manual

Board Policy: Library Board

PURPOSE:

Define the authority, roles, objectives and responsibilities for the Library Board.

POLICY:

Legal Authority: the Taber Public Library Board has been duly constituted under the Alberta Libraries Act and Regulations and the Town of Taber Bylaw #A-311 (date).

1. Role of the Library Board

- A. To establish and review a Mission Statement
- B. To develop policies to govern the work of the Board and staff
- C. To evaluate the needs of the community thereby effecting programs offered
- D. To develop and implement a Plan of Service
- E. To provide continuity for management and administration of library affairs
- F. To advocate the position and growth of the library in the community
- G. To evaluate program, management and Board operations

2. Objectives

- A. Increase our knowledge of the public expectations(needs) of the library
- B. Increase the efficiency and effectiveness of the Board
- C. Increase the efficiency and effectiveness of the library operations

3. Responsibilities

- A. Adhere to the Libraries Act and Regulations
- B. Conduct meeting open to the public
- C. Account for funds administered
- D. Enact, review and update bylaws
- E. Provide for staffing of the Library including defining roles, responsibilities and Functions of the Board members and staff
- F. Develop partnerships within the community and with other organizations
- G. Adhere to the Code of Ethics as attached.

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