



Taber Public Library Policy Manual

Board Policy: Board Member Orientation and Training

PURPOSE:

To ensure that new board members have sufficient information to be an effective and contributing member of the Library Board.

POLICY:

All board members must receive orientation and education on the duties of a board member.

GUIDELINES:

1. The board member will be provided with an updated orientated package and will be expected to familiarize him / herself with its contents.
2. The board chair or another board member will tour the new board member through the library and review the services and programs offered. This shall be done as soon as the new member is appointed to the board.
3. Board members are expected to participate in library-related conferences, workshops, meetings and networking activities whenever possible.
4. The board member will undergo training of the in-house and on-line resources available on various websites and noted in the orientation package.
5. The policies committee will review the orientation annually and present any updates or changes to the board for approval.

Date of Approval: May 11, 2010

Date Reviewed/Revised: April 9, 2013
September 8, 2015
October 10, 2017