

Your Library Board welcomes you!

Do you love your library?
Do you love your community?
Do you love being involved?

Join
our
team!

Apply to be a library trustee
Please take an application

Return to the Township offices by November 28th
www.library.frontofyonge.com



Front of Yonge Township Public Library
76 County Rd 5, South, Mallorytown, ON, K0E 1R0
www.library.frontofyonge.com
613-923-1790
library@frontofyonge.com

Application Form for Citizen Representation on the Library Board

Name: _____

Address: _____

Occupation: _____

Telephone/Email: _____

Please state your reason for volunteering: _____

Briefly describe your volunteer experience within the past 5 years: _____

Briefly describe your additional skills or experience relevant to this appointment: _____

Please return this application form to the attention of
Jennifer Ault, Township Clerk, Front of Yonge Township

Signature of Applicant

Date

Front of Yonge Township Public Library Board

Library Trustee Requirements

Position:	Library Board Trustee
Term:	Four years, concurrent with council term.
Remuneration:	None; allowable expenses only.
Limitations:	Must be a Canadian citizen. Must be a resident of the municipality for with the Board is established. Must not be employed by the Board or the municipality.
Board Organization:	The municipality of Front of Yonge Township requires 5 trustees including at least 1 representative from council.
Time Commitment:	Prepare for and attend regular full board meetings which are traditionally held January to July and September to November on the last Monday of the month at 6:30pm. Attend special board or committee meetings which may be held from time to time.
General Board Duties:	The library board establishes policies under the authority of the Public Library Act 1990 and appoints the chief executive officer who administers the library under the guidance of those policies.
Specific Board Duties:	Employ a competent and qualified chief executive officer. Determine the goals of the library and secure adequate funding to fulfill these goals. Understand the library's programs and needs of the community in relation to the library. Keep abreast of standards and library trends. Establish, support and participate in planned public relations programs.

Work with the chief executive officer to prepare a budget adequate to carry out the library's goals and objectives and present this budget to municipal council.

Be aware of local and other laws which affect libraries and play an active role in initiating and supporting beneficial library legislation.

Attend all board meetings, committee meetings as assigned. Attend outside meetings and workshops for trustees.

See that accurate public records concerning finances, property and annual reports are on file at the library and with appropriate local, provincial, or national bodies.

Be prepared to interact with provincial library agencies.

Report regularly to governing officials and the general public.

Desirable qualifications: Interested in what the public library can do for the community.

Ability to advocate and represent the interests, concerns and attitudes of the community.

Have an understanding of the roles of the library boards and the municipal council.

Have an aptitude for short and long range visionary planning, organizational abilities, creativity and excellent communication skills.

Readiness to devote time and effort to the library.

Enjoys working with a team.

Is a library user.

Relevant experience: Previous service on volunteer boards or advisory committees.

Demonstrated leadership abilities.

A wide range of vocational backgrounds is helpful. Trustees should be prepared to apply their knowledge to the development of policies and services.