Brockville Public Library

BOARD MEMBER POSITION DESCRIPTION

The *Public Libraries Act* specifies requirements that must be met before a person can be considered for the library board.

- at least 18 years of age
- a Canadian citizen or a permanent resident of Canada within the meaning of the *Immigration and Refugee Protection Act* (Canada)
- a resident of the Municipality
- not employed by the Library Board or the Municipality

Beyond legislative requirements, effective trustees typically demonstrate:

- concern and pride for the community
- strong community connections and affiliations
- belief in the unique importance of the public library
- open-mindedness in approaching issues and people
- commitment to intellectual freedom and democratic access to information
- time, energy, and willingness to participate fully
- governance mindset focused on long-term goals rather than operational matters

Each trustee is expected to:

- know the Library's mission, policies, programs, and needs
- read and understand financial statements and budgets
- serve as an advocate and ambassador for the Library
- support resource development and partnership building
- follow bylaws, policies, and Board resolutions
- prepare for, attend, and participate in Board meetings
- participate actively in committees
- maintain confidentiality and uphold ethical standards
- focus on governance, not operations

Love the Library? Join the Board!

The Brockville Public Library is seeking engaged, community-minded residents to serve on the Library Board for the 2027–2030 term. **The deadline to apply is Wednesday, November 25 at 4:00pm.**

As a Library Board Member, you will:

- shape the Library's strategic direction
- support literacy, learning, and community engagement
- promote strong relationships with Municipal Council
- represent the diverse interests of Brockville residents
- champion equitable access to information and services

What Skills Can You Bring?

Each Board Member brings a unique perspective and set of skills such as:

- financial management
- strategic and organizational planning
- policy development
- human resources
- advocacy
- communications
- fundraising and resource development
- a passion for libraries and what they can achieve

Time Commitment

The Board holds regular monthly meetings (except July and December). The time commitment includes: preparation time to read and consider reports and other information in the meeting package, and the meeting time of approximately 2 hours. Committee meetings vary based on need.

How to Apply

Interested individuals should apply here.

The *Public Libraries Act* requires that you be:

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Further Information

We welcome your interest and encourage you to explore the many resources the Library has to offer at https://brockvillelibrary.ca. For more information, please contact Christine, interim CEO/Chief Librarian at crow@brockvillelibrary.ca.