

Mission Statement

The Whitestone-Hagerman Memorial Public Library Board is dedicated to offering a full range of materials, programs and services that advance the personal growth, life-long learning and recreational interests of its community

Whitestone-Hagerman Memorial Public Library Board - Primary Roles

1. Advocate for the library in the community and advocate for the community as a member of the library board. To be a library advocate is to work for the betterment of library services for the community. Advocacy includes working to obtain adequate funding for the library; pursuing opportunities to meet and speak with community groups; getting to know the mayor and council; making sure the community's needs and interests are paramount when making board decisions.
2. Plan for the future of the library. Planning is one of the most important trusts that the community gives to the library board. Planning is deciding what is going to happen with library services over the next few years. It is taking charge of the library's future and creating it to be responsive to what the community needs.
3. Monitor and evaluate the overall effectiveness of the library. The community puts its trust in the library board to make sure the library is operating the way it should. For example, the library board is familiar with the library's budget - where the money is coming from and how it will be spent. The board monitors monthly financial reports and approves the bills so they can be paid. The board also helps determine whether the community is satisfied with the service received from the library.
4. Set library policies. The library board spends much of its time on policy issues - developing policies and monitoring the effectiveness of those policies. (Policy is a carefully designed, broadly stated, written guideline for actions and decision of the library.) Once adopted by the board, library staff carries out the policies on a day-to-day basis.
5. Hire and evaluate the library CEO. The board hires a qualified CEO to manage the day-to-day operations of the library and works with the CEO, carefully respecting each other's roles. The board also regularly evaluates the CEO to make sure the library operates well and in the best interest of those the library serves.
6. Participate in planning and executing fundraising events and campaigns to benefit the library. Recruit outside assistance for the delivery of successful events.

An Invitation to Serve Your Library

The library depends on citizen involvement to ensure that its services are as reflective of community needs as possible.

The Whitestone-Hagerman Memorial Public Library Board is appointed by Council. As a policy-making body, it guides the development of library services. Terms on the board are four years. The board meets on the third Monday of each month at 1:00 p.m.

Effective board members bring to the library knowledge of the community, a commitment to the rights of citizens to information, and willingness to continually maintain and strengthen library services in the Municipality of Whitestone.

If you are interested in serving on the Whitestone-Hagerman Memorial Public Library Board, please complete the application and return it to the Municipal Office. This application will make your name available for consideration by Council at the time of a vacancy but will not, of course, guarantee appointment. For more information, please contact Library CEO Lori Guillemette at 705-389-3311 or whitestonelibrary@vianet.ca or the Municipality at 705-389-2466 or info@whitestone.ca.

Thank you for your interest in the library.

Qualifications for Library Board Membership

Quick reference to the Public Libraries Act, R.S.O. 1990, chapter P.44

A person is qualified to be appointed as a member of a board who is a member of the appointing council or,

- is at least eighteen years old;
- is a Canadian citizen;
- is a resident of the municipality for which the board is established in the case of a public library board
- is not employed by the board or by the municipality or county

Disqualification

A board member is disqualified if he or she,

- is convicted of an indictable offence;
- becomes incapacitated;
- is absent from the meetings of the board for three consecutive months without being authorized by a board resolution;
- ceases to be qualified for membership under section 10, or otherwise forfeits his or her seat.

Term - Concurrent with the municipal council term.

Remuneration - None, allowable expenses only.

CONFIDENTIAL INFORMATION AGREEMENT

The Appointed Volunteer acknowledges that certain materials and information made available to Appointed Volunteers by the Municipality in the performance of his or her duties (the "Confidential Information") will be of a confidential nature. The Appointed Volunteer recognizes that the Confidential Information is the sole and exclusive property of the Municipality and the Appointed Volunteer shall use his or her best efforts and exercise utmost diligence to protect and maintain the confidentiality of the Confidential Information. The Appointed Volunteer shall not, directly or indirectly, use for himself or another any Confidential Information, whether or not acquired, learned, obtained or developed by the Appointed Volunteer alone or in conjunction with his or her position or as may be consented to in writing by the Municipality.

The Confidential Information is and shall remain the sole and exclusive property of the Municipality regardless of whether such information was generated by the Appointed Volunteer or by others, and the Appointed Volunteer agrees that upon termination of this Agreement he or she shall deliver promptly to the Municipality all such tangible parts of the Confidential Information marketing or sales information, computer programs, equipment or other documents or property which are in the possession or under the control of the Appointed Volunteer without retaining copies thereof.

Each of the foregoing obligations of the Appointed Volunteer by Council in this clause shall also apply to any confidential information of customers, joint venture parties, contractors and other entities, of any nature whatsoever, with whom the Municipality or any associate or affiliate of the Municipality has business relations.

Notwithstanding the foregoing provision of this clause, the Appointed Volunteer shall not be liable for the disclosure or use of any of the Confidential Information to the extent that:

- 1) The Confidential Information is or becomes available to the public from a source other than the Appointed Volunteer and through no fault of the Appointed Volunteer, or
- 2) The Confidential Information is lawfully obtained by the Appointed Volunteer from a third party or source outside of this Agreement.

The covenants and agreements contained in this clause shall survive the termination of this Agreement and the appointed position relationship with the Appointed Volunteer.

The terms of the above Agreement for appointed volunteers are agreed to and accepted by

_____ on the _____ day of _____, 20_____

MUNICIPALITY OF WHITESTONE

PER: _____
Tammy Wylie, CAO-Clerk-Treasurer

PER: _____
Chris Armstrong, Mayor

APPOINTED VOLUNTEER (Signature)

Print Name of Appointed Volunteer

PRINT NAME OF COMMITTEE: _____