

**Lincoln Public Library Board
POLICY MANUAL**

SECTION:	BOARD GOVERNANCE AND ADMINISTRATION	INDEX: B-2
TOPIC:	Qualifications of Library Board Members	PAGE: 1 of 2
DATE:	June 2001, June 2006	REVISED: June 2008

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The specific qualifications for membership on a Library Board are outlined in the ***Ontario Public Libraries Act***. A candidate must be at least eighteen years old, a Canadian citizen, a resident of the Town of Lincoln, and not employed by the board or municipality.

Members of the Library Board should display the following characteristics:

1. Open communication
2. Sense of humour, collegiality, and respect
3. Integrity and honesty
4. Initiative and organization
5. Independent thinking, open-mindedness, and sound judgement

Members should possess and maintain:

1. The recognition of the Library as integral to the community's cultural, recreational and educational well-being
2. A knowledge of the community's social and economic conditions
3. An awareness of the responsibility to establish policies for the successful operation of the Library to provide fair and equitable service for all.

Each member of the Library Board has a duty to:

1. Promote the public library in the community
2. Prepare for and attend all meetings
3. Be informed about the library's mission, vision, services and programs
4. Support majority decisions of the board
5. Support the fundraising initiatives of the board
6. Maintain a working knowledge of all pertinent legislation, including the Libraries Act, the Municipal Act, the Privacy Act, and the Employment Act
7. Recognize the Library as integral to the community's cultural, recreational and education well-being.
8. Possess a knowledge of the community's social and economic conditions
9. Maintain an awareness of the responsibility to establish policies for the successful operation of the Library in order to provide fair and equitable service

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for all.

10. Be willing to work on board initiatives such as fundraising and advocacy;
11. Be willing to accept leadership and executive roles such Chair and Vice-Chair of the Board and Committee Chairs.