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<b>SUBJECT</b>	<b>POLICY NUMBER</b>	<b>EFFECTIVE DATE</b>
Whitehorse Public Library Board	17	January 2007 <b>REVISED:</b> June 2007 <b>REVIEWED:</b> September 2010, 2012

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## **POLICY STATEMENT**

### **Definitions**

1. "Board" refers to the Whitehorse Public Library Board.
2. "Director" refers to the Director of Public Libraries, Department of Community Services.
3. "Department" refers to the Department of Community Services.
4. "Executive Council Member" refers to the Executive Council member responsible for public libraries.

### **Mandate**

"There shall be a Whitehorse Public Library Board consisting of no more than seven members appointed by the Executive Council Member"

*Public Libraries Act 1987 3 (1)*

1. Board members will be recommended by the Department with overall composition reflecting a broad cross-section of the Whitehorse community. Representation from specific groups such as City of Whitehorse, L'Association franco-yukonnaise, First Nations, seniors and youth will be included as needed.
2. Members shall be:
  - Residents of the City of Whitehorse or surrounding area
  - Whitehorse Public Library members in good standing
3. Members shall serve without remuneration.
4. Board members will be appointed to multi-year terms on the authority of the Executive Council Member. Members may be reappointed for additional terms.
5. If a member resigns prior to the completion of a term, the Department will recommend a replacement to the Executive Council Member.
6. The board shall select a chair and acting chair each year from within its membership.
7. The board shall meet as needed or bi-monthly throughout the year, normally in September, November, January, March and May.
8. Special meetings may be called at any time by the Chair or the Director.

- 9. Meetings shall normally be held at Whitehorse Public Library.
- 10. A quorum shall be a simple majority of the members.
- 11. The Director and a Whitehorse Public Librarian will sit on the Board as ex-officio members, with assistance provided by other staff as required.

**Function**

“The function of the Whitehorse Public Library Board is to advise the director on the delivery of library services regarding the Whitehorse Public Library and to perform such other advisory duties with respect to that library as may be requested by the director.”  
*Public Libraries Act 1987 3 (2)*

- 1. The Board will advise the Director on matters relating to Whitehorse Public Library including:
  - overall service delivery and library development
  - library policy, collections, programmes and services
  - “Reconsideration of materials” requests [Policy 8]
  - public relations and advocacy
  - other matters as requested by the Director

**Approved:**

Director, Public Libraries

Date