



# The Town of Vegreville Library Board Board Member Application

**Mission Statement: "Vegreville Centennial Library offers programs and resources for everyone, in a welcoming space. It strives to be Vegreville's Community Living Room."**

**Vision Statement: "Vegreville Centennial Library connects ideas, people, and knowledge."**

Please note: Only residents of the Town of Vegreville and the County of Minburn may apply to be a member of the Town of Vegreville Library Board. While we thank all applicants for their interest, application does not guarantee acceptance.

Name: \_\_\_\_\_

Phone number(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

Please answer the following questions:

1. Why are you interested in serving as a Board Member?
  
2. What area(s) of expertise can you bring to the Board?
  
3. Are you currently serving on any other volunteer boards or committees? If so, please list them.
  
4. Are you usually available the third (3<sup>rd</sup>) Wednesday of each month at 5:30pm to attend regular Board meetings? Yes  No
  
5. Are you available for committee meetings, volunteering activities and events? Yes  No
  
6. Are you a current cardholder at the Vegreville Centennial Library? Yes  No
  
7. Have you read the Board Member Responsibilities contained in this application? Yes  No

By signing this form, you agree to have it sent to the Board Chair and the Policy Committee of The Town of Vegreville Library Board for further consideration.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please return your completed application and professional resume to [boardchair@vegrevillelibrary.ab.ca](mailto:boardchair@vegrevillelibrary.ab.ca) and [secretary@vegrevillelibrary.ab.ca](mailto:secretary@vegrevillelibrary.ab.ca). Any questions can be directed to [hello@vegrevillelibrary.ab.ca](mailto:hello@vegrevillelibrary.ab.ca)

THANK YOU FOR YOUR INTEREST!

**Category:** Board Information

Policy Number: LIB-01-03-R01

**Title:** Board Member Responsibilities

1. Attend Board meetings. Board Members should arrive on time for meetings and stay until meetings are over.
2. Prepare for Board meetings by reading the meeting package and preparing questions in advance.
3. Board members are expected to participate in board initiatives as they are able, including but not limited to, fundraising events, social activities, library promotions (registration nights, Talk-of-the-Town) and so forth.
4. Professionally contribute to discussions and decision-making at all board-related meetings and functions.
5. Participate in assigned committee meetings. All Board Members are expected to be active members of at least one committee.
6. Respect the confidentiality of *in-camera* Board sessions during and after their terms on the Board.
7. Avoid doing the work of the Library Manager or Library Staff.
8. Become informed on local Library operations, the system of libraries in Alberta, the relevant legislation behind decisions and activities of the Board, and the role of Library Trustees. Read, listen, watch, and attend training sessions for Library Trustees.
9. Promote and advocate for the library in the community.
10. As per the Libraries Act, if a Board Member misses 3 consecutive regularly scheduled Board meetings (without authorization by a resolution of the Board), that Board Member will automatically be removed from the Board.
11. Board Members may be reimbursed for preauthorized expenses for travel, conference and registration fees, meals, and similar reasonable expenses at cost, on the provision of receipts.
12. Board Members are volunteers.

Date Approved: March 20, 2024

Board Chair Signature: \_\_\_\_\_

Date to be Reviewed: March 20, 2027

Date submitted to PLSB: \_\_\_\_\_