



# CASSELMAN PUBLIC LIBRARY



764, BRÉBEUF St., P.O. Box 340  
CASSELMAN, ON  
K0A 1M0  
Tel : 613-764-5505 Fax : 613-764-5507

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Policy Type:	Policies	Policy Number:	BL-04
Policy Title:	Powers and Duties of the Board	Initial Policy Approval Date:	March 21 <sup>th</sup> , 2017
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The Library Board bears legal responsibility for the Casselman Public Library. The powers and duties of the Library Board are prescribed in the **Public Libraries Act**, R.S.O. 1990, c. P44, to which this bylaw adheres. The role of the Library Board is to ensure the proper functioning and govern the affairs of the Library.

1. In accordance with the **Public Libraries Act**, s. 20, the Library Board:
  - a) shall seek to develop and reinforce, in co-operation with the CEO, a comprehensive and efficient public library service that reflects the community's unique needs
  - b) shall ensure that the CEO seeks to offer library services in both official languages
  - c) shall share responsibilities for various projects to ensure proper functioning of the Library
  - d) at the beginning of its term of office, the Library Board shall establish the time and place for all Board meetings. It shall also ensure that detailed and complete minutes are taken for each meeting.
  - e) shall plan an annual general meeting inviting the Municipality and the community at large and shall submit any report as required by the **Public Libraries Act** and its policies.
  - f) shall appoint such committees as it considers expedient

**Related documents:**

Casselman Public Library, Gov. 01 – **Purpose of the Board**  
**Public Libraries Act**, L. R. O. 1990, c. P44