



# CASSELMAN PUBLIC LIBRARY



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The Casselman Public Library Board expects its members to fully understand the impact of their authority and to use it wisely. This bylaw details the responsibilities for its members. It must be noted that even if a Council member has been assigned numerous responsibilities inside the Council, as an individual this member does not hold decision-making powers outside of a Council meeting.

1. Each Council member shall be a productive participant and shall fully assume the Council's responsibilities as an entity.
2. Each Council member shall be individually responsible for assuming his or her **due diligence** as follows:
  - a) By being acquainted with the bylaw by which the library was created, bylaws in general and of the library Council's mission, vision and statement of values
  - b) By being acquainted with the library's activities, the community's activities and the challenges affecting the library
  - c) By regularly participating to Council meetings and contribute by his or her personal and professional experiences to the benefit of the library Council while effectively using meeting time to progress up.

3. Each council member is individually responsible to exercise their **undivided loyalty** as follows:
  - a) By adhering to the rules set by the **Municipal Conflict of Interest Act** L.R.O. 1990, c. M50
  - b) By acting on the benefit of the library users and the community above and beyond any other commitment with other interest groups, adherence to other administration councils, municipal council or any self-interests
  - c) By providing a unified voice once a decision has been made and a resolution taken by the library Council
  - d) By representing the library in a positive way in the community.
  
4. Each Council member is individually responsible to exercise their **duty of vigilance** as follows:
  - a) By promoting high standard library services
  - b) By studying and analyzing the information gathered for decision-making
  - c) By contributing personal and professional perspectives and opinions on issues that may be part of discussions and decisions to be taken by the library Council
  - d) By respecting others' opinions
  - e) By restraining from assuming any type of authority and taking decisions outside library Council meetings
  - f) By being acquainted with and respecting the differences between the library Council's role and that of the library personnel
  - g) By restraining from individually controlling the CEO and the library personnel
  - h) By observing the confidential nature of library services in respect to its users while being conscious and adhering to access to information rules and regulations
  - i) By being vigilant in the face of attempted censorship for library collections, either by groups or individuals.

**Related Documents:**

- . Casselman Public Library. **BL 04 – Powers and Duties of the Board**
- . Casselman Public Library. **GOV 01 – Purpose of the Board**
- . **Municipal Conflict of Interest Act** L.R.O. 1990, c. M50