



## WHISTLER PUBLIC LIBRARY BOARD OF TRUSTEES

### **Interested in becoming more involved in your community?**

Consider applying to become a Trustee on the Whistler Public Library Board of Trustees!

The Library Board of Trustees is an eleven (11) person volunteer body whose members are appointed by municipal Council.

Pursuant to the *Library Act*, ss. 5-6, there are five (5) vacancies available for a two (2) year term effective (January 1, 2020 – December 31, 2021).

#### **Eligibility requirements:**

- Must be resident or an elector of the Resort Municipality of Whistler (RMOW).
- Must not be a RMOW employee.
- Must not be a Whistler Public Library employee.

Being a member of the Whistler Public Library Board of Trustees provides several unique opportunities for its members:

#### **An opportunity to serve your community:**

- Whistler's Public Library is internationally recognized as a Public Library with strong community engagement. As a Trustee, you will be part of impacting this civic engagement process.
- Trip Advisor ranks our Library as one of the top attractions in Whistler! Enjoy supporting the many activities that contribute to this success. Did you know that often over a thousand people enter the library each day?
- Enjoy participating in advocacy projects for literacy and other library initiatives.

#### **An opportunity to learn more:**

- About Whistler, our library and the library trusteeship process.
- About issues relevant to the library community, such as literacy, community engagement, fundraising and advocacy.
- About being a Trustee through a Trustee Orientation Program provided by the B.C. Library Trustees Association, attendance at provincial or national library conferences and through participation in the work of the Board.

#### **A great opportunity to meet new people:**

- Library staff and Board Trustees are committed, enthusiastic and knowledgeable people from wonderfully varied backgrounds.
- "Library fans" are everywhere and you'll meet them when you represent the Library at community events.



## **WHISTLER PUBLIC LIBRARY BOARD OF TRUSTEES APPLICATION INFORMATION**

The information below is a description of the roles and responsibilities of the Library Board of Trustees. Fulfillment of these responsibilities form the primary criteria for reviewing new Board of Trustee applications and for re-nomination to the Board.

Whistler Public Library's strategic plan, policies, annual reports and Board meeting minutes can be found at [www.whistlerlibrary.ca](http://www.whistlerlibrary.ca). Library operations are outlined in detail in section 300 of the Whistler Public Library Policy Manual also found on this website.

### **TRUSTEE RESPONSIBILITIES:**

In exercising its powers and duties, the Board:

1. Develops and reviews the Mission and Strategic Plan of the Library;
2. Represents the Library to local government and the community;
3. Annually reviews the Library Director's Performance and Development Report;
4. Approves the annual budget, prepared by the Library Director with the Treasurer;
5. Approves the annual report, prepared by the Library Director in consultation with the Board;
6. Develops and approves policies;
7. Approves the facilities plan, developed by the Library Director in consultation with the Board;
8. Engages in fund-raising; and,
9. Advocates for the Library and library services.

### **PARTICIPATION RESPONSIBILITIES:**

- Prepare for board meetings in advance, including reading and being prepared to discuss the contents of the monthly board package;
- Attend regularly scheduled board meetings. The board generally meets on the first Wednesday of each month, except August, from 5:30 p.m. to 7:00 p.m.;
- Participate fully, question openly and deliberate thoughtfully;
- Serve on standing committees, act as liaisons and participate in ad hoc committees or task groups as required;
- Board members are expected to chair or participate in one or two committees to explore topics in detail;
- Attend and support library events, including fundraising;
- Participate in board workshops;
- Attend Council meetings in support of the library's agenda; and
- Advocate for the library in appropriate public and private contexts.

<b>1. Applicant Information</b>		
<b>Last Name:</b>	<b>First Name:</b>	
<b>Address:</b> (Apt.# / Street)	(City)	(Postal Code)
<b>Phone Number(s):</b> (Home)	(Work)	
<b>Email:</b>		
<b>2. Applicant Questions</b>		
<p><b>How does your knowledge as well as your skills and abilities make you an ideal candidate to serve on the Whistler Public Library Board of Trustees?</b></p>		
<p><b>What makes your experience beneficial for being a member of the Whistler Public Library Board of Trustees?</b></p>		
<p><b>What committees or groups have you previously served on or been involved with, in Whistler or elsewhere? Please state your role(s) and responsibilities.</b></p>		

### 3. Eligibility

Are you currently:

A resident or an elector of the Resort Municipality of Whistler (RMOW)?

Yes  No

A RMOW employee?

Yes  No

A Whistler Public Library employee?

Yes  No

Signature:

Date:

**Please return your completed Library Board Trustee Application preferably by email to:**

Attention: Lucy Wyn-Griffiths  
Legislative Services  
Resort Municipality of Whistler  
Municipal Hall  
4325 Blackcomb Way  
Whistler, BC V0N 1B4  
Email: corporate@whistler.ca  
Fax: 604-935-8109

Deadline for submission is no later than 4:00 p.m., October 2, 2019

**Personal information collected on this form is collected for the purpose of processing Library Board Trustee applications under the authority of section 26(c) of the *Freedom of Information and the Protection of Privacy Act*. If you have any questions about the collection of this information please contact the Legislative and Privacy Coordinator at 604-935-5535 or at the Municipal Hall.**