

Trent Lakes Public Library



Policy Type:	Bylaws	Policy Number:	BL-01
Policy Title:	Statement of Authority, Powers and Duties	Initial Policy Approval Date:	10 May 2019
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		Year of Next Review:	2024

The library board bears legal responsibility for the library by ensuring that it operates in accordance with the **Public Libraries Act**, R.S.O. 1990, chapter P.44. The purpose of this bylaw is to define the legal authority of the board.

1. In accordance with the **Public Libraries Act**, section 3 (3), the Trent Lakes Public Library shall be under the management and control of the Trent Lakes Public Library Board which is a corporation.
2. The 'Library' consists of two branches, a main branch in Buckhorn and the Helen Bowen Branch Library in Cavendish.
3. The powers and duties of the library board are prescribed in the **Public Libraries Act**, R.S.O. 1990, chapter P44, to which this bylaw adheres. The role of the library board is to govern the affairs of the library, and in accordance with the **Public Libraries Act**, section 20, the library board:
 - a) shall seek to provide, in co-operation with other boards, a comprehensive and efficient public library service that reflects the community's unique needs
 - b) shall provide library services in the French language, where appropriate
 - c) shall operate one or more libraries and ensure that they are conducted in accordance with this Act and the regulations
 - d) may operate special services in connection with a library as it considers necessary
 - e) shall fix the times and places for board meetings and the mode of calling and conducting them, and ensure that full and correct minutes are kept
 - f) shall make an annual report to the Minister and make any other reports required by this Act and the regulations or requested by the Minister from time to time
 - g) shall make provision for insuring the board's real and personal property
 - h) shall take proper security for the treasurer
 - i) may appoint such committees as it considers expedient
4. Under the Public Libraries Act, (Section 15(2)), the library board must appoint a Library CEO, and it is that person to whom the library board may delegate authority for management of library operations.

Related Documents:

- **Public Libraries Act**, R.S.O. 1990, chapter P44, sections. 3(1) and 3(3)
- Trent Lakes Public Library. **GOV-01 – Purpose and Duties of the Board**
- Trent Lakes Public Library. **GOV-08 –Board and CEO Partnership**