

4. An individual Board member, including the chair, shall have power only when the Board, by vote, has delegated authority to them.
5. Authority is delegated to the Board Executive to make decisions on behalf of the Board only for circumstances occurring outside the scope of regular operations.

1.6 BOARD RESPONSIBILITIES

It is the responsibility of the Board to concentrate on governance and advocacy.

1. It is the responsibility of the Board to regularly assess the needs of the community in relation to the library.
2. The Board sets the policies of the library which should be updated on a regular basis.
3. The Board establishes the budget and financial reporting system and ensures that sufficient funds are obtained to operate the library.
4. The Board hires, instructs, monitors and evaluates the position of Library Director.
5. The Board shall conduct a review of the Plan of Service yearly at the January Board meeting and develop a new Plan of Service every 5 years.
6. The Board monitors and evaluates the library's operation.
7. The Board advocates for the value of libraries, building community relationships.
8. The Board establishes board committees, officers and other board structures.

1.7 BOARD APPLICATION FOR APPOINTMENT OR RENEWAL

1. Interested applicants must fill out an ***Appointment to Town Boards/Committees Application Form*** which will then be reviewed by Town Council who will decide on appointments.
2. The term of a Board member shall be for a period of three years and may be renewed to a maximum of nine years of continuous service.

PROCEDURE FOR DEALING WITH A BOARD VACANCY

1. Position becomes vacant due to end of term, resignation, etc.
2. Board forwards information to Town Council of vacancy.
3. Vacancy advertised in local media and library.
4. New applicants shall complete an application form and forward it the Town of Morinville.
5. At Council's request, a member of the Library Board Executive shall make themselves available for the interview process.
6. Council appoints new member(s) as per *Alberta Libraries Act*.
7. The new Board member assumes duties at the next regular Board meeting following appointment by Council.
8. A renewal of term follows similar process.