

TOWN OF TWO HILLS PUBLIC LIBRARY BOARD POLICY MANUAL

Category: Board
Policy Number: 105
Title: Duties of the Vice-Chairperson

Policy Statement:

Duties of the vice-chairperson should be clearly delineated.

Guidelines and Procedures:

1. Assumes duties of the chair in the absence of the chair.
2. Assumes active trustee recruitment and orientation.
3. Any other duties as assigned by the chair.
4. May hold signing authority on Board bank accounts.

Policy #105
Duties of the Vice-Chairperson

Date Approved: November 14, 2012

Date to Review: March 18, 2023