



An Information Package for Prospective Library Trustees

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ABOUT THE INVERMERE PUBLIC LIBRARY

The Invermere Public Library was established as a municipal library in 1997 by the District of Invermere and provides services to permanent and seasonal residents of the Columbia Valley, from Spillimacheen to Canal Flats. Residents of the District of Invermere, the villages of Radium Hot Springs and Canal Flats, and Areas F and G of the Regional District of East Kootenay are eligible for a free library card.

The library has an annual operating budget of over \$220,000 and employs five staff members. The majority of the library's operating budget is provided by the District of Invermere, the Regional District of East Kootenay and the province. The library raises the remainder through fees, fines, donations, and fundraising.

BOARD OF TRUSTEES

The library board is a volunteer body whose members are appointed on an annual basis by local government organizations for a two-year term. The District of Invermere appoints two residents and one member of Council. The Regional District of East Kootenay appoints two residents from Area F, one resident from Area G, and one resident from the Village of Canal Flats.

The BC Library Act specifies the rights, roles, and responsibilities of the Board.

The Library Board meets ten times a year and committees may meet up to an additional ten times per year. Attendance at library special events and community events by Board members is encouraged.



MISSION OF THE INVERMERE PUBLIC LIBRARY

Connecting the Columbia Valley community and opening the door to a world of knowledge and adventure.

OUR VISION

A welcoming community hub that meets the evolving literacy needs of our valley's diverse population.

The Invermere Public Library values:

- Service
- Accessibility
- Accountability
- Responsiveness
- Engaging
- Respect
- Integrity



STRATEGIC PRIORITIES 2022 – 2026

1. Increase the physical space of the library:

The library will increase the physical space for library resources and programs.

2. Secure Additional Funding:

To determine the amount of additional funding required, build relationships and partnerships with community groups for library projects, and to fund increasing operational costs of the library.

3. Advocacy:

To form an ad hoc advocacy committee with Indigenous Peoples, identify potential donors, and increase awareness of the regional scope of public library service delivery that is provided to communities of the Columbia Valley.

LIBRARY TRUSTEE RESPONSIBILITIES AND DUTIES

In fulfilling its mandate, the Board will be responsible for:

1. Developing and reviewing the Strategic Plan of the library.
2. Hiring/evaluating the Library Director.
3. Developing and approving policies.
4. Approving the annual budget, prepared by the Library Director with the Treasurer.
5. Approving the annual financial report, prepared by the Library Director in consultation with the Board.
6. Entering into a collective agreement with employees of the library.
7. Understanding the library's vision, mission, policies, programs and services.
8. Representing the library to local government and the community.
9. Engaging in fundraising.
10. Advocating for the library and library services.

The duties of a Trustee will be to:

1. Prepare for board meetings in advance, including reading and being prepared to discuss agenda items.
2. Attend regularly scheduled board meetings. The board generally meets on the first Tuesday of each month from 7:00 p.m. to 8:30 p.m.
3. Participate fully, question openly, and deliberate thoughtfully.
4. Serve on standing committees, liaise with associated organizations, and participate in ad hoc committees or task groups as required.
5. Board members are expected to chair or participate in one or two committees to explore topics in detail.
6. Attend and support library events, including fundraising.
7. Participate in board workshops.
8. Attend local government council, board, or committee meetings in support of the library's agenda.
9. Advocate for the library in appropriate public and private contexts.



A REWARDING OPPORTUNITY

Being a member of the Library Board is a terrific way to find out more about the library and to meet those who share a common interest in learning and service to the community.

- Become engaged and learn about your local government, your library, library trusteeship, and issues relevant to the library community.
- Gain new skills and competencies such as meeting skills, labour relations, human resources, financial stewardship, public speaking, working together with a team of volunteers, and more.
- Library staff and trustees are committed and knowledgeable, coming from a variety of backgrounds. Meet others who share your passion for the library when you represent the library at community events.
- Serve your community as an advocate for library programs and services and contribute to the development of literacy and learning in your community.
- Become a part of the “community hub”.

To learn more about being an Invermere Public Library Trustee, please visit the library website, invermere.bc.libraries.coop.

For more information, please contact:

Invermere Public Library Board
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