

August 27, 2026

General Description of Smithers Public Library Board Members Responsibilities for Potential New Members.

GENERAL DESCRIPTION:

The Smithers Public Library Board is comprised of volunteers from the community. The Board is responsible for providing overall direction to the Library to ensure relevant, comprehensive and efficient service to the community. The Library Board is established by the *Library Act* of the Province of British Columbia, and since the Smithers Public Library is a municipal Library, members are appointed to the Board by the Town of Smithers Council. The Library Board works closely with the Town of Smithers Council and Town Staff to provide efficient and effective services. The Smithers Public Library Board is composed of one Town of Smithers Council Liaison member and up to eight additional community members that bring a broad range of experience, knowledge and skill to the Board.

MORE SPECIFICALLY:

- The Board uses a consensus approach to making decisions and members are encouraged to explore new approaches to situations.
- Focused discussion is encouraged to seek the best solution.
- The Board works by Committee and members are encouraged to take on projects that they enjoy or have expertise in.
- Each year the Board is responsible for preparing budget submissions to the Town of Smithers for the next year's operating expenses.
- Each year the Board is responsible for prudently administering all funds made available to the Library from all sources.
- Each year the Library accounts are reviewed by an independent auditor.
- The Board initiates and completes various projects to improve Library services.
- In the past, the Board has coordinated preparation of detailed plans for a new Library and coordinated construction of an entranceway courtyard, as well as ongoing strategic planning.
- The Board is constantly seeking funding to support Library service delivery and explores ways to respond to the needs of Library users.

- The Board meets once a month to perform its responsibilities.
- Board meetings are kept focused and proceed in a timely manner.
- The Board works from an interactive approach and members socialize and enjoy each other's company.

New members are encouraged to attend a one-day workshop regarding the roles and responsibilities of Board members (all costs are covered). Members also represent the Smithers Public Library at various Library conferences and report back to the Board regarding pertinent topics.

Overall, the Library Board is a great way to give back to your community and to see real results. Depending upon your level of involvement, you can spend a minimum amount of time or become engaged in various exciting, challenging, and rewarding projects that benefit the whole Bulkley Valley.

For further information, contact the Smithers Public Library Director or any Library Board member.