



	BOARD	CEO	STAFF	FRIENDS
Mission	<ul style="list-style-type: none"> To govern 	<ul style="list-style-type: none"> To administer 	<ul style="list-style-type: none"> To implement 	<ul style="list-style-type: none"> To support
Mandate	<ul style="list-style-type: none"> Public Libraries Act Municipal By-law 	<ul style="list-style-type: none"> Mission statement, goals and objectives 	<ul style="list-style-type: none"> Job description 	<ul style="list-style-type: none"> Constitution
Role	<ul style="list-style-type: none"> Policy and planning Accountability Advocacy 	<ul style="list-style-type: none"> Administration Planning and procedures Advocacy 	<ul style="list-style-type: none"> Implementation Administration as delegated Advocacy 	<ul style="list-style-type: none"> Fundraising Volunteer support Advocacy
Responsibilities	<ul style="list-style-type: none"> Fiscal health of the library Services that meet the needs of the community Liaison with Council Securing support from Council and the community 	<ul style="list-style-type: none"> Delivery of services Staffing Budget monitoring Representing the library in the community 	<ul style="list-style-type: none"> Provision of services Advising CEO on services Representing the library in the community 	<ul style="list-style-type: none"> Fundraising campaigns Volunteer hours or scheduling Speaking out for library services in the community
Activities	<ul style="list-style-type: none"> Monthly meetings Budget presentation Development and review of policies CEO performance appraisal 	<ul style="list-style-type: none"> Implement Board directives Monitor service delivery through output measures Supervise staff Report to Board 	<ul style="list-style-type: none"> Executive procedures Report to CEO or delegate 	<ul style="list-style-type: none"> Plan and execute fundraising activities Work as volunteers on specific services Report to Board

This table originated from the Southern Ontario Library Service.