Print Form

Lanark Highlands Public Library Board Application Form

Completed Application Forms shall be submitted to Nicole Guthrie (Clerk). They can be dropped off or mailed to Township of Lanark Highlands, Attn: Nicole Guthrie – 75 George St., Box 340, Lanark, ON K0G 1K0 ; or emailed to lhclerk@lanarkhighlands.ca

Applicant Information

Last Name:	First Name:
Street Number:	Street Name:
Town/City:	Postal Code:
Email Address:	Contact Number:

Qualification Criteria

In accordance with the Public Libraries Act, members must meet the following qualifications. Please select the appropriate box below to confirm eligibility:

	Yes	No
Are you at least 18 years old?	☐	☐
Are you a Canadian citizen?	☐	☐
Are you a resident of the Township of Lanark Highlands?	☐	☐
Are you an employee of the Library Board or Township of Lanark Highlands?	☐	☐

Skills and Applicable Experience

1. Please explain why you are interested in serving as a Lanark Highlands Public Library Board trustee.

2. What do you see as the role of the Library Board?

3. Please describe your familiarity with the Lanark Highlands Public Library.

4. Please outline how your skills, experience and expertise support your application.

5. The following is a list of specific skills or knowledge that are considered to be assets (although not requirements) for Library Board membership. Please indicate your level of knowledge/familiarity with each:

	Extensive	Some	None
Knowledge and experience with policy based governance	☐	☐	☐
Knowledge and experience in strategic planning	☐	☐	☐
Leadership experience	☐	☐	☐
Business acumen, including financial and legal knowledge and experience	☐	☐	☐
Experience in advocating for funding and political support	☐	☐	☐
Success in fundraising	☐	☐	☐
Experience in community building and networking	☐	☐	☐

6. Have you ever served as a Library board trustee in any community? ☐ Yes ☐ No

If "yes", please provide the details regarding Library, dates and accomplishments during your term of membership.

7. Please list other prior or current community involvement or experience with the Township or otherwise.

Please attach any further documentation you wish to include with this Application.

Understanding of Commitment and Expectations of Applicant
By submitting this form, I hereby acknowledge and consent to the following:

1. I understand that appointed members are expected to attend all meetings of the Board;
2. All meetings are open to the public and membership is publicly appointed by Town Council based on qualified candidates selected from a publicly advertised notice of interest to serve;
3. Names of members appointed to the Board may appear on publicly available agendas and minutes; and
4. If selected to be a member of the Board, I agree to abide by the rules of the Lanark Highlands Public Library Board and attend meetings and events to the best of my ability and understand that absence from meetings pursuant to the policy or the terms of reference is grounds for my removal as a member of the Board.

Personal information on this form is collected under the authority of the Municipal Act, S.O. 2001, c.25 and will be used to evaluate applications for appointees to local Boards and Committees. The disclosure of this information is governed by the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M 56. Inquiries may be directed to the Town Clerk, address above.