

# Library Board

## **LB 114 COMMITTEES of the BOARD**

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### **1. Principle:**

The County of Prince Edward Public Library Board may use committees to further the work of the Board. This policy ensures that the Board establishes terms of reference and specific duties for each of these committees, as the need arises.

### **2. Policy**

- 2.1** Committees operate for defined periods of time and have a specific purpose which must be defined in written terms of reference.
- 2.2** Committees (including *ad hoc*) coordinate the work, do the research and draft the documents to be reviewed and adopted by the Board as a whole.
- 2.3** An *ad hoc* committee that is established by the Board may include non-board members.
- 2.4** Meetings of the committee may be called by the chair of the committee or by a majority of the members of a committee.
- 2.5** Committees shall not supervise or direct staff.

### **3. Communication**

- 3.1** Committees report directly to the Board and have no authority other than to draft recommendations or prepare alternatives for the Board's Consideration.