

# Library Services to System Members that do not have a Library Board

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## Policy

Chinook Arch Library Board shall provide services to System members without a library board by a separate Letter of Understanding with each municipality or school authority that does not have a library board. Service shall normally be provided through other member library boards. Service may also be provided through a library outlet with the approval of the member when a community organization is prepared to operate the outlet library under the terms of the Chinook Arch Library Outlets policy.

A separate Letter of Understanding with each System member with no library board will identify the municipal and/or outlet libraries that will be compensated to provide library services to the System member.

Eligible library boards may apply annually for the rural library services grant from Chinook Arch. In order to receive the grant, library boards will be expected to state that they have included the rural library services in their Needs Assessment and Plan of Service. Library Boards receiving transfer funds on behalf of a System member that does not have a library board are encouraged to include rural representation on their library boards.

The rural services grants to library boards will be based on the rural services payment made by the System member with no Board plus part of the provincial library services grant obtained on behalf of the municipality. The division of funds between participating libraries is determined by the Letter of Understanding between the System member with no library board and Chinook Arch.

## Background

The Alberta Library Regulation requires the following in Section 7 of the regulation:

*“7(3) A library system board shall also establish a policy with respect to the provision of municipal library services to any member municipality that does not have a municipal board and shall ensure that by-laws under section 3 and policies under subsections (1) and (2) apply to those library services.”*

<b>Last Reviewed:</b>	<b>2 December 2021</b>
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