

Make a difference for your community

The Cobourg Public Library is looking for Board members for the 2026 to 2030 term



How to become a board member

Applications are available through the Town of Cobourg Clerk's office at Victoria Hall, 55 King Street West in Cobourg.

Council may ask applicants for further information.

Board members are nominated by the newly elected Council within 60 days of election



contact us

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Become a Library Board Member



@CobourgPL



What is the Library Board?

The Cobourg Public Library Board is the governing body of the Library. The Board follows the Ontario Public Libraries Act, and members are appointed by Council following the application process.

Key Board responsibilities include:

- Creating and following a Strategic Plan for the Library
- Selecting and evaluating the performance of the CEO
- Following, and evaluating the policies to govern the operation of the Library
- Determining the goals and objectives for the Library & secures adequate funds to fulfill those goals
- Understanding the needs of the community in relation to the Library and creates a link between the community and Library services
- Promoting and advocating for the Library in the community and to Municipal Council
- Overseeing the budget process, with the understanding that the Town of Cobourg Council has final authority and approval for the Library budget.

The Board delegates responsibility for the daily operations to the CEO



Who can be a Library Board Member?

The Ontario Public Libraries Act mandates Board members must be:

- At least 18 years old
- A Canadian citizen or a permanent resident of Canada within the meaning of the Immigration and Refugee Protection Act (Canada);
- A resident of the municipality or of a contracting municipality
- Not employed by the board or by the municipality or county

Cobourg Public Library has a minimum of five (5) members comprising one (1) Town of Cobourg Council member, and one (1) Hamilton Township Council member



How much time is required?

Meetings are monthly with the exception of July and December, which are only held if necessary. Meetings are approximately two hours long.

There is a policy committee that meets as needed.

Board members are also expected to participate in outreach and advocacy events, such as book sales, fundraising events, and more.

Board members will serve for four (4) years, concurrent with the Town of Cobourg Council.



What makes a good Library Board Member?

Most importantly, Board members must be passionate about the Library and the community, and willing to advocate on behalf of the Library. As a Board member, you have an open mind, good communication skills, diverse interests and skills, and you're willing to work as a member of a team committed to community service. You're also ready to learn about public library issues.