



Library Outlets

Policy

Chinook Arch Library Board may operate a library outlet in a community at the request of a member municipality with no library board. Such outlets will be funded by a share of the rural services fee from the member municipality and a share of the library services grant received by Chinook Arch on behalf of the member municipality. The amount of funding shall be based on a Letter of Understanding for library services between Chinook Arch Library Board and the member municipality with no library board. The local library society may also engage in additional fund raising.

Chinook Arch will operate a rural library outlet only if there is a registered local library society or other registered organization prepared to enter into an agreement with Chinook Arch to operate the library. Chinook Arch will develop a Letter of Understanding with the local library society group. The local library society will draft the by-laws and determine the operating hours and policies for the outlet as required by the Alberta Libraries Act and the Libraries Regulation. The By-laws and policies will then be presented to the Chinook Arch Library Board for final approval. In the absence of such policies, the policies of the Chinook Arch Library Board shall be in effect. The local library society will be required to provide its annual budget and annual statement of receipts and disbursements to Chinook Arch.

Chinook Arch will undertake the required financial, statistical and policy related reporting to the Public Library Services Branch of Alberta Municipal Affairs.

In the event that a local library society dissolves or can no longer operate the library outlet, Chinook Arch will discuss disposition of the library assets and re-direction of the rural services funding with the member municipality with no library board.

Last Reviewed:	4 December 2014
Last Revised:	4 December 2014