

Distributed to Directors, Chairs and Liaisons (Lower Mainland, Gulf Island, Sunshine Coast, Sea-to-Sky)

The BC Library Trustees' Association will be holding its first Chairing the Board session November 08, 2008 in Squamish.

This session is open to new, existing and prospective library board chairs. The focus will be on board and meeting effectiveness, as well as the unique role and responsibilities of the board chair. Some highlights include:

- Board Effectiveness
 - Characteristics of effective boards and the chair's role in ensuring board success.
- Role of the Chair
 - Primary responsibilities of the board chair as well as characteristics and personal attributes of successful chairs.
- Effective Meetings
 - Keys to leading purposeful, efficient and effective meetings.
- Responsibilities of the Board and the Director
 - Elements of constructive partnerships between boards and directors.
- Board Self-Assessment
 - Tool for chairs to use in gathering feedback from boards.

Here are the details on the upcoming session:

Location: Squamish Public Library <http://squamish.bclibrary.ca/>
37907 2nd Avenue, Squamish
MAP - <http://squamish.bclibrary.ca/about/location-map>

Time: 9 am - 4 pm November 08, 2008

Light Breakfast and lunch included

Through the generous support of Public Library Services Branch, there is no fee for this pilot session. All materials needed are provided to you at no cost, including pen, paper and manual in a binder.

Please register online at <http://www.bclta.org/chairing.asp> or send an email message to admin@bclta.org with name, library board and email contact of participant(s). The final registration deadline is **October 31, 2008 so please register ASAP to secure your spot and ensure that all materials can be prepared in time.**

Mandy Davies
BCLTA, Administrative Assistant



