



Section of Policy Manual: Governance	Policy No. : GOV-12
Subject: Youth Auxiliary Member Program	Policy Approval Date: March 12, 2026
Year of next review: Spring 2030	Last Review/Revision Date: New

1. Purpose & Mandate

The Gravenhurst Public Library Board recognizes that the youth of Gravenhurst are a vital demographic. The **Youth Auxiliary Member Program** is established to:

- Provide a youth perspective on library services, collections, and strategic planning.
- Foster civic engagement and leadership skills in local students.
- Bridge the gap between the Library Board and younger community members.

Mandate: To serve in an advisory and participatory capacity, ensuring the Board’s decisions are inclusive of the needs and interests of Gravenhurst’s youth.

2. Composition and Term

- **Capacity:** There shall be exactly one (1) **spot** available for Youth Auxiliary Member at any given time.
- **Eligibility:** Applicants must be between the ages of 14 and 18 and reside in the Town of Gravenhurst.
- **Term:** Members serve a one-year term, with the possibility of reappointment for a second year.

3. Reference for Applicable Legislation & Policy

This policy operates in alignment with the following:

- **Ontario Public Libraries Act, R.S.O. 1990:** While Auxiliary Members are non-voting (as they do not meet the age requirements for full trusteeship



under Section 10), their role adheres to the spirit of community representation.

- **GPL Board Constitutional and Procedural By-law:** Governs the conduct of meetings.
- **GPLB Code of Conduct:** All youth members must sign and adhere to the same ethical standards as adult members.
- **Municipal Freedom of Information and Protection of Privacy Act (MFIPPA):** Regarding the handling of confidential library data.

4. Roles and Responsibilities

Youth Auxiliary Members are expected to perform the same duties as adult Board members to ensure a professional and immersive experience.

Responsibilities include:

- **Attendance:** Regular attendance at all monthly Board meetings.
- **Participation:** Actively engaging in discussions, offering insights, and asking questions on all agenda items.
- **Committee Work:** Serving on at least one standing or ad-hoc committee (e.g., Policy, Finance or Strategic Planning).
- **Advocacy:** Acting as an ambassador for the library within their schools and peer groups.
- **Preparation:** Reviewing the Board package (minutes, financial reports, and agendas) prior to each meeting.

Note on Voting: Per the *Public Libraries Act*, Youth Auxiliary Members do not hold a formal vote on motions and will not be present for *In-Camera* (closed) sessions.

5. Recruitment and Selection

- Applications will be invited through local secondary school and library social media.
- Selection will be conducted by the Board Chair and the CEO/Chief Librarian through an interview process.
- Successful candidates will receive an orientation package identical to that of a new Board Member.



Related Documents

Appendix A: Formal Invitation to Local Secondary School

Appendix B: Member Application

Appendix C: Code of Conduct

Appendix D: 30-Day Orientation Checklist