

# WOODSTOCK PUBLIC LIBRARY

## *Policy Manual*

<b>Section:</b>	<b>11.1</b>	Volunteers
<b>Subsection:</b>	<b>11.1</b>	<b>Volunteer Privileges</b>
<b>Paragraph:</b>	<b>11.1.1</b>	Gift on resignation and for recognition Of service

Statement of Policy: To provide recognition for active volunteers and for volunteers leaving the service of the Library according to years of service.

1. Volunteers leaving the service of the Library will receive a letter from the Board as well as a gift certificate in the following amount:

1-10 years service	- \$30.00
10 or more years service	- \$60.00

2. ANNUAL RECOGNITION AND LONG SERVICE AWARD

Each year at Christmas, Volunteers are sent a poinsettia

Long service is recognized by recommending volunteers for the Provincial Volunteer Service Awards. Volunteers are eligible for these Awards after 5, 10, or 15 years of service.

Effective Date:	Jun 20, 1994
Motion No./Date:	94-56          June 20, 1994
Amended Dates:	
Responsibility:	Board

# WOODSTOCK PUBLIC LIBRARY

## *Policy Manual*

<b>Section:</b>	<b>11.1</b>	Volunteers
<b>Subsection:</b>	<b>11.1</b>	<b>Volunteer Privileges</b>
<b>Paragraph:</b>	<b>11.1.2</b>	Library Use

Statement of Policy: To provide guidelines for the use of Library facilities and services by volunteers.

1. Volunteers shall be accorded the same privileges as staff for borrowing, acquisitions, use of facilities and attendance at programs.
2. This policy will not apply to volunteers where it is known that the volunteers will be providing services for a period of 3 months or less.

Effective Date: June 20, 1994  
Motion No./Date: 94-56 June 20, 1994  
Amended Date:  
Responsibility: