

## Committee Charges

### Steering Committee

<b>Purpose</b>	The Steering Committee shall consider all matters referred to it by the Board of Directors. It shall also consider items which in the opinion of the Chair or Administrator require discussion or preparation prior to inclusion on the agenda of the meeting of the Board of Directors.
<b>Members</b>	The Chair, vice-chair, past chair, plus four members of the Board of Directors are invited to serve by the Chair for a one-year term. The four members are selected to represent academic, special, large and small public libraries.
<b>Staff Liaison</b>	Administrator.
<b>Frequency of Meeting</b>	Prior to each regular Board Meeting and additionally as required.
<b>Potential Activities</b>	Reviewing programs, policies, and/or services making recommendations to the full Board at the Board Meeting.

### Reference Committee

<b>Purpose</b>	To provide guidance and assistance in implementing the System's Reference program, including resource development, interagency referrals and staff training.
<b>Members</b>	To be comprised of a staff member designated by the Director of each member library to represent that library.
<b>Staff Liaison</b>	Joe Cochrane.
<b>Frequency of Meeting</b>	Quarterly.
<b>Potential Activities</b>	Share newly discovered or acquired reference materials at a Reference Materials Exchange.

### Interlibrary Loan Committee

<b>Purpose</b>	To provide guidance and assistance in implementing the System's ILL program, including evaluation of systems and procedures. To provide a forum in which the ideas, experience and concerns of local ILL technicians can be expressed and addressed.
<b>Members</b>	To be comprised of a staff member designated by the Director of each member library to represent that library.
<b>Staff Liaison</b>	Ann Amman .
<b>Frequency of Meeting</b>	Quarterly.
<b>Potential Activities</b>	Review changes in on-line System programs for both OCLC and local systems.

### Children's Services Committee

<b>Purpose</b>	To assess the status of library services to children within the region. To suggest ways and means by which library services to children can be enhanced within that region, including appropriate System activities. To provide guidance and assistance in implementing the System's Juvenile Review Program. To carry out any additional charges from the NBC Board of Directors.
<b>Members</b>	To be comprised of a staff member designated by the Director of each member library to represent that library
<b>Staff Liaison</b>	Joe Cochrane .
<b>Frequency of Meeting</b>	Quarterly.
<b>Potential Activities</b>	Coordinate summer reading program themes and activities.