

## **AUTHORIZATION FOR LIBRARY BOARD TRUSTEES TO TRAVEL**

### **PURPOSE**

The City of Lethbridge Library Board has a mandate to provide library services to the city. The purpose of this policy is to ensure open, honest and transparent governance for the City of Lethbridge Library Board and to protect the reputation of the Library.

This policy mirrors the spirit and intent of the City of Lethbridge Authorization for Councilors to Travel policy (CC13) and should be kept current with updates to that policy.

### **PERSONS AFFECTED**

City of Lethbridge Library Board Trustees

### **POLICY STATEMENT**

It is the policy of the City of Lethbridge Library Board that Trustees may travel on Library Business outside the City only with the prior authorization of the Board or the Board Chair.

### **REFERENCE**

- Travel Approval form

### **REVISION HISTORY**

- March 12, 2014: New policy
- February 23, 2021: Reviewed