

Muskoka Lakes Township Public Library
LIBRARY BOARD POLICY

Policy Type: Governance	Policy Number: GOV-09
Policy Title: Board Evaluation	Policy Approval Date: 09/12/22
Chairperson: V. Duke	Policy Review Date: 09/26

Intent:

The Muskoka Lakes Public Library Board (herein after referred to as the Board) will monitor its effectiveness in fulfilling its responsibilities and achieving strategic goals. The evaluation results will provide a perspective of the preceding year and act as a guide for the coming year.

Regulations:

The Board assesses its efficiency and effectiveness, acknowledges goals achieved and determines strengths and weaknesses. The evaluation process also identifies key areas for Board improvement and the requisite follow-up action.

Procedures:

1. The Board will evaluate its effectiveness on an annual basis.
2. Prior to completing the self-evaluation, Board members will review the Board’s Mission, Vision and Values Statements, the Library’s Strategic Plan and Annual Workplan.
3. The Chair is responsible for managing the evaluation process.
4. In September, each Board member will receive a copy of the self-evaluation questionnaire, which is available on the Ontario Library Service website, and will complete it independently.
5. At the October meeting, Board members will submit their completed evaluations to the Vice-Chairperson who will collate them.
6. In November, the Vice-Chair will present a final report for the Board’s consideration and discussion will take place in a closed session.
7. In January, the Board, in conjunction with the Chief Executive Officer, will formulate a work plan for the year which will highlight specific goals and objectives and improvements to be considered.

Related Documents:

- MLPL GF-01 – Mission Statement
- MLPL GF-02 – Vision Statement
- MLPL GF-02 – Statement of Values
- MLPL Strategic Plan
- MLPL Annual Workplan
- Ontario Library Service – Board Self Evaluation Questionnaire

