

Chatham-Kent Public Library

Board Governance Policy

Board Evaluation

Why

Evaluation is the process by which the Board determines if the organization is achieving what it should. It is an essential task of governing. Unless the Board can assess its own skills and performance, it will not have the credibility to judge the skills and performance of others.

What

Since the Board is accountable to the Municipality and to the public for the performance of the library, the Board shall demonstrate its accountability through the Strategic Plan.

Since the performance of the Board as a unit is dependent upon the performance of all its members, the Board shall ensure its ability to govern the library by assessing the achievements, abilities, strengths and limitations of current Board members.

How

1. The Board shall appoint a Board Evaluation Committee whose responsibility will be to conduct performance evaluations.
2. The Board Evaluation Committee may request Library Administration (through the CEO/Chief Librarian) and/or an external party to act as a resource.
3. The Board Evaluation Committee will conduct three types of evaluation within the term of the Board.
 - a. An online evaluation that assesses Board performance, individual Board member performance, CEO/Chief Librarian performance and Board Chair performance.
 - b. A "Knowledge Gaps Analysis" from OLBA upon completion of the first year in the term of the Board.
 - c. A legacy review in the final quarter of the Board's term to provide information for the incoming Board.

4. The Board Evaluation Committee evaluates based on the Board's accomplishments for the year, their strategic direction, the results of the online evaluation and the "knowledge gaps analysis.
5. Other areas for evaluation can include:
 - a. Board management
 - b. Board Development
 - c. Board goals, mission and strategic plan
 - d. Evaluation of the CEO/Chief Librarian
6. The Evaluation Committee will provide a report to the Board outlining the results of these assessments in a timely manner.

Monitoring

Policies shall be reviewed once per Board term.

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Background Documents:

For more information or alternative formats of this document, please email cklibrary@chatham-kent.ca.