

# Chatham-Kent Public Library

## Board Governance Policy

### Board Training and Development

#### Why

In order to govern the Library effectively, the board must fulfill its legal, ethical and functional responsibilities. Ongoing training and assessment is essential for the Board to ensure this capability.

#### What

1. The Library Board shall ensure that Board members have the knowledge to:
  - a. discuss, debate and plan the library system's mission, goals, objectives, programs and services;
  - b. ensure the necessary resources to operate the system;
  - c. understand the budget and financial statements;
  - d. understand the roles, duties, and responsibilities of the Board, its committees, individual Board members and the CEO/Chief Librarian.

#### How

1. To ensure ongoing education, the Board will:
  - a. schedule time for Board training
  - b. maintain a membership in the Ontario Library Association and the Ontario Library Boards' Association
  - c. assign a representative who will attend the regional Trustee Council meetings and report back to the Board
  - d. fund two board members to attend a relevant conference (e.g. OLA Superconference) annually
2. The Chief Executive Officer (CEO) will provide information to the Board about training and networking offered by various organizations in Ontario.
3. The cost of any training must be approved by the board or CEO and be accounted for in the Annual Budget.
4. Board members will report on their participation in training events.
5. Board members are encouraged to participate in training opportunities that include, but are not limited to:

- a. effective governance
- b. planning
- c. advocacy
- d. funding development
- e. decision making

## **Monitoring**

Policies shall be reviewed once per Board term.

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Background Documents: Public Libraries Act, R.S.O. 1990, c. P.44

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