

Chatham-Kent Public Library

Delegation of Authority to the CEO Policy

Definitions:

“Board” means the Chatham-Kent Public Library Board

“CEO” means the Chief Executive Officer of the Chatham-Kent Public Library

“Library” means the Chatham-Kent Public Library

“Municipality” means the Municipality of Chatham-Kent

Why:

The Board’s sole official connection to the operating organization, its achievement, and conduct will be through the CEO.

The Board will never give instructions to, or evaluate, any person who reports directly or indirectly to the CEO.

The CEO is accountable for operational achievement and staff management.

The Board will view CEO performance as identical to organizational performance.

What:

The Board will direct the CEO through written policies that prescribe the organizational results to be achieved.

These include but are not limited to:

- Decisions made at duly constituted Board meetings
- Approved written policies
- Approved budgets and plans
- Approved CEO Job description.

The Board has delegated authority to the General Manager, Community Human Services (CHS), to provide general supervision of the CEO.

How:

1. Decisions or instructions of individual Board members, officers or committees are binding on the CEO only if the Board has specifically authorized such exercise of authority.
2. Refer to the following documents:
 - a. Responsibilities of Board / General Manager / CEO - Chief Librarian
 - b. Chatham-Kent Public Library Board and Municipality of Chatham-Kent Relationship Agreement

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Background Documents:

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