

Chatham-Kent Public Library

Board Governance Policy

Planning

Why

Section 20 (a) of the Public Libraries Act, RSO 1990, chapter P.44 requires that a Library Board “shall seek to provide, in co-operation with other boards, a comprehensive and efficient public library service that reflects the community’s unique needs.” This policy addresses the Chatham-Kent Public Library Board’s commitment to efficient and effective planning for library service to Chatham-Kent residents.

What

The Chatham-Kent Public Library Board shall make certain that an effective planning process is in place for the Library.

The planning process will help to ensure that:

- the Library needs of the community are met;
- the Library is able to respond to changing needs and trends in the community;
- community input is received during the planning process;
- key decision makers in the community make a long-term commitment to Library services;
- there is continuity of services regardless of personnel changes in Board or staff;
- library funds are spent in a deliberate and responsible manner;
- services available elsewhere in the community are not unnecessarily duplicated;
- the vision of the library is met.

How

The Library Board shall regularly review and assess:

- current Board planning documents such as the strategic plan, operational plans;
- customer needs in the community served by the Library;
- the services of the Library in light of assessed client needs;
- the priorities of the municipality of Chatham-Kent
- the Library’s mission statement, goals and objectives;

- current Library policy in relation to the Library's mission statement and goals and objectives;
- Report to the community on the library's progress in fulfilling its plan by means of:
 - i. Distribution of a year in review report
 - ii. Presentations to Council and other community groups

Monitoring

Policies shall be reviewed once per Board term.

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Author: T. Sharpe

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

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