



Peterborough Public Library

To: Library Board of Trustees
From: Jennifer Jones, Library CEO
Meeting Date: June 4, 2019
Subject: Report PPL19-030
Policy Sub-Committee – update

Purpose

A report to provide the Library Board with an update from the Policy sub-committee.

Recommendations

That the Library Board approve the recommendations as outlined in Report PPL19-030 dated June 4, 2019, of the Library CEO as follows:

That Report PPL19-030 be received for information.

Budget and Financial Implications

There are no budget or financial implications resulting from the approval of the recommendation of this report.

Background

The Library Board's policy sub-committee met briefly on May 24, 2019 to discuss the process and parameters for their meetings.

As this is a Board committee, meetings will be open for members of the public to attend. A schedule has not yet been set but, once known, all meetings will be advertised on the

Library's website under the Board's page:

<https://www.ptbolibrary.ca/en/about-your-library/board-of-trustees.aspx>

The sub-committee will be looking into a timeline for completion of the initial full review, a framework and a format for the policies, and a general maintenance plan for policy review ongoing.

Staff will be responsible for updating any operational policies and bringing them to the Board for approval. They will aim to bring 1 policy to each Board meeting for approval. A 3 year cycle was proposed for most Policies, with the understanding that any policy can be brought to the Board for updating as needs arise.

The sub-committee will begin with a review of the by-law and updating as needed before bringing it back to the Board for approval. The goal is to have the draft by-law up for approval at the September meeting. All governance policies should be on a 4 year review cycle in line with the term of the Board.

Submitted by,

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Library CEO

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