



Peterborough Public Library

To: Library Board of Trustees

From: Jennifer Jones, Library CEO

Meeting Date: January 7, 2020

Subject: Report PPL20-004
Library Policy Review - update

Purpose

A report to provide the Library Board with an updated list of Library Policies.

Recommendations

That the Library Board approve the recommendations as outlined in Report PPL20-004 dated January 7, 2020, of the Library CEO as follows:

That report 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

A list of current Library Policies is attached (see Appendix A). The list has been divided into Governance policies - to be addressed by the Board; and Operational policies - to be addressed by staff and brought to the Board for approval.

There are a number of policies which are due for revision. The CEO will endeavour to continue to bring operational policies to most Board meetings for Board approval.

The policy sub-committee will continue to examine the Governance policies and bring them forward for Board approval.

Submitted by,

Jennifer Jones
Library CEO

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Attached:
Appendix A - List of Current Library Policies

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Policy Type	Policy Name	Date last revised (yyyy-mm-dd)
Governance	Advocacy Policy	2005-04-26
	Board Evaluation	2019-10-08
	By-laws (Amendment of)	1910-10-03
	Committees of the Board	2001-06-04
	Composition of the Board and Terms of Reference (see MOU)	2018-06-25
	Delegations to the Library Board Policy	2012-02-28
	Duties and responsibilities of Individual Board members	2001-06-04
	Intellectual Freedom	2011-05-17
	Meetings of the Board (City's Adopted)	
	Planning Policy	
	Policy Development	2004-06-06
	Sponsorship (City's Adopted)	2017-05-30
	Statement of Authority and Powers of the Board (see MOU)	
Operational	Accessible Customer Service	2010-04-27
	Advertising Policy	2018-09-11
	Art Policy	2018-11-13
	Code of Conduct	2019-05-07
	Food Policy	2019-09-10
	Human Resources /Employment (City's Adopted)	1999-06-22
	Interlibrary Loan Policy	1997-05-27
	Internet and Computer Use Policy	2015-07-01
	Library Card Registration Policy	2017-03-28
	Materials Selection Policy	2017-11-21
	Membership Policy	2017-03-28
	Occupational Health and Safety (City's Adopted)	2009-04-06
	One Card Policy	2013-09-24
	Overdue Policy	2013-09-24
	Partnership Policy	2018-01-09
	Privacy Policy (MFIPPA)	2018-12-11
	Purchasing Policy (City's Adopted, by-law)	2009-01-03
	Refund Policy	2018-12-11
	Room Booking Policy	2017-06-27
	Safety, Security and Emergencies (City's Adopted)	
	Scent sensitivity - Striving to be Scent free (City's Adopted)	2018-07-30
	Unattended Children Policy	2019-12-10
	Video Surveillance Policy (City's Adopted)	2007-04-17
	Volunteer Policy	2005-02-20
	Workplace Harassment and Discrimination Policy (City's	2013-09-04

Adopted)

Workplace Violence Prevention (City's Adopted)

2013-01-01

Other items

Board/City MOU

2018-06-25

Collective Agreement - Local CUPE 1833

2015-12-31

Mission Statement (Strategic Plan)

2018-06-25

Values Statement (Strategic Plan)

2018-06-25

Vision Statement (Strategic Plan)

2018-06-25