



**Peterborough  
Public Library**

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**To:** Peterborough Public Library Board of Trustees

**From:** Jennifer Jones, Library CEO

**Meeting Date:** June 26, 2018

**Subject:** Report PPL18-041  
Library Board Legacy Planning

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## **Purpose**

A report to inform the Library Board on an option for a legacy planning document.

## **Recommendations**

That the Library Board approve the recommendations outlined in Report PPL18-041 dated June 26, 2018, of the Library CEO as follows:

- a) That the report be received for information; and,
- b) That the Board consider the option of creating a legacy document.

## **Budget and Financial Implications**

There is no budget or financial implication resulting from the approval of the recommendations of this report.

## **Background**

2019 will be a year of transition for the Library Board. At the 2018 OLASuperconference a presentation was given to the OLBA group on Saturday February 3 entitled: "Passing the Torch: Transition Plans and Legacy Documents to Prepare Your Incoming Board."

It is recommended that the Library prepare a legacy document to outline the successes, strengths, opportunities, and challenges that the Board has experienced in the last 4 years. It is the Board's opportunity to leave some sage advice on how to achieve success in the future. Taking the time to frame a transition plan will help to ensure a smooth transition from old to new Board.

The OLBA has created a Legacy Document guideline (see Appendix A) and a template to follow (see Appendix B) to assist Boards with this process.

Submitted by,

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Library CEO

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**Attached:**

Appendix A – OLBA Legacy Document Guideline

Appendix B – OLBA Legacy Document Template