Policy Type: **Governance**
Policy Title: **Board Orientation**
Policy Number: **GOV 02**

The orientation of new Brock Township Public Library Board members is necessary in order to have a common and shared understanding of the authority and role of the library board.

Intent

This policy sets out the requirements for board orientation

1. Board members will receive orientation information within the first two months of their appointment to the Board.

2. The Chief Executive Officer (CEO) and the Board Chair shall be responsible for developing an orientation process which shall include, but not be limited to:
    a. information on the library's strategic plan
    b. an overview of the *Public Libraries Act, R.S.O. 1990, c.P44*
    c. an overview of Library Board policies
    d. information on the role, structure, code of conduct and function of the Board
    e. a tour of the library and an introduction to staff members and services

3. Each Board member will receive:
    a. a copy of the library's strategic plan
    b. a copy and overview of the current budget and annual goals
    c. a Brock Township Public Library card
    d. a copy of *Cut to the Chase: Ontario Public Library Governance at a Glance*
    e. copies of minutes and agendas for the previous year
    f. a copy of the Brock Township Public Library Policy manual

History

Motion #	Date	Action