

Report to/Rapport au :

**OTTAWA PUBLIC LIBRARY BOARD
CONSEIL D'ADMINISTRATION DE LA BIBLIOTHÈQUE PUBLIQUE D'OTTAWA**

**January 13, 2014
Le 13 janvier 2014**

**Submitted by/Soumis par : Danielle McDonald
Chief Executive Officer / Directrice générale**

*Contact Person / Personne ressource: Elaine Condos
(613) 580-2424 x32180, Elaine.Condos@BiblioOttawaLibrary.ca*

Ref N°: OPLB-2014-0005

SUBJECT: Monitoring Report A.9 Independence of the Board

OBJET : Rapport de contrôle A.9 Indépendance du C.A.

REPORT RECOMMENDATION

That the Ottawa Public Library Board receive this monitoring report for information.

RECOMMANDATION DU RAPPORT

Que le C.A. de la Bibliothèque publique d'Ottawa prenne connaissance de ce rapport de contrôle, à titre d'information.

Executive Limitations Policy A.9, Independence of the Board was approved by the Board on September 9, 2003 and last reviewed April 21, 2011. It states:

The CEO will not allow any action that would diminish the independence or authority of

the Ottawa Public Library or the Ottawa Public Library Board.

Accordingly, the CEO shall not:

- *Make any decisions on behalf of the Board*

One of the action items identified through the Board's mid-term governance review was the development of a comprehensive Delegation of Authority Policy that clearly defines the decisions that are reserved by the Board and those that the CEO/Staff may make. On July 8, 2013, the Ottawa Public Library Board approved a new Board Delegation of Authority Policy.

Existing Executive Limitation policies no longer reflect the Board's approved delegation of authority and are under review. In the absence of policy, the Chief Executive Officer will confer with the Board Chair and/or Vice-Chair, prior to moving on specific items.

I report compliance.

- *Allow any agency with whom the Library has a contractual or other arrangement to impose any policy contrary to Board policy*

Examples of compliance with this policy include:

1. Human Resources: Although Human Resources at the City of Ottawa issues policies, the policies do not automatically apply to the Library.
2. Facility Development: During the course of the development of OPL's capital projects, such as the 2013 renovation and expansion of the Emerald Plaza Branch and the development of the expanded Beaverbrook Branch, OPL has been required to work closely and cooperatively with the City's Shared Services. That being said, the OPL Project Designate approves all major decisions, with decisions brought to the Board in accordance with the Delegation of Authority Policy.

I report compliance.

- *Accept any orders from City staff or members of City Council that usurp the authority of the Board*

Based on direction provided by Council, staff prepared draft operating and capital budget estimates for the Board's consideration. Following Board approval, the draft

budget estimates were tabled with Council for review and approval as part of the 2014 budget process.

I report compliance.

- *Have a formal performance review of the CEO performed by any person or body except the Board.*

There is no other person or body conducting a formal performance review of the CEO.

I report compliance.

I hereby present my monitoring report on Executive Limitations Policy A.9
Independence of the Board. I certify that the information contained in this report is true.

Signed: _____ Date: _____

Danielle McDonald
Chief Executive Officer