

Appendix 2

OPL Board Policies Structure Recommendations

The proposed changes in the analysis of the current OPL policies suggest that there will fewer and different types of Board policies. It therefore seems appropriate to also change the current 5 policy group structure. The recommended policies structure is as follows:

Board Governance and Operations Policies

1. Roles and Responsibilities of the Board and Trustees
2. Delegation of Authority
3. Trustee Orientation and Development
4. Trustee Code of Conduct
5. Trustee Attendance
6. Trustee Inquiries
7. Reimbursement of Trustee Expenses
8. Donations, Fundraising, Sponsorships and Commemorative Naming
9. CEO Role
10. CEO Reporting and Board Monitoring
11. CEO Performance Management and Succession Planning
12. CEO-Board Relationship
13. OPL Annual Objectives
14. Meeting Calendar
15. Board Evaluation
16. Board Succession Planning
17. Board's Role in Advocacy

Library Strategies

1. Strategic Planning Framework
2. Risk Management Framework
3. Facility Development Framework
4. OPL Services Framework
5. Materials Selection Framework
6. Technology Roadmap

Board Position Statements

1. Staff and Customer Relations
2. Customer Code of Conduct
3. Computer and Wireless Network Usage
4. Coordination with the City
5. Public Consultation

6. Accessibility
7. Intellectual Freedom
8. Personal Information Privacy
9. Bilingual Services

New or Revised Management Administrative Policies and Procedures

1. Staff Succession Planning
2. Bilingual Services
3. Privacy of Information / Confidentiality of information
4. Public Delegations (if needed)
5. Accessibility
6. Staffing and Staff Relations
7. Fund-raising, Donations, Sponsorships and Commemorative Naming
8. Services Interruptions (includes temporary closures)
9. Public Consultation