



OXFORD COUNTY LIBRARY BOARD GOVERNANCE POLICY MANUAL

Board Motion Number:	2022-04	Date of Review:	2026
Date Approved:	March 21, 2022	Chairperson's signature:	

ANNUAL BOARD EVALUATION

BACKGROUND

Evaluation is the process by which the board determines if the organization is achieving what it should. It is an essential task of governing. Unless the board can assess its own skills, it will not have the credibility to judge the skills and performance of others.

PURPOSE

Since the board is accountable to the municipality and to the public for the performance of the library, the board shall demonstrate its accountability through the annual Business Plan.

Since the performance of the board as a unit is dependent upon the performance of all its members, the Board shall ensure its ability to govern the library by assessing the achievements, abilities and strengths and limitations of current Board members.

PROCEDURES

1. Under the leadership of the chairperson, the board will conduct a board self-evaluation annually in conjunction with the CEO performance review.
2. The board may request senior management (through the CEO) and/or an external party to act as a resource in making this self-evaluation.
3. The annual evaluation will focus on the board's responsibilities with particular emphasis on those areas outlined in Board Duties and Responsibilities policy.
4. Areas of focus for the evaluation will include both what the board accomplished in the previous year and what the board plans for the upcoming year.
5. The chairperson will distribute a report to the board prior to the next meeting outlining the results of this assessment.