



# OXFORD COUNTY LIBRARY BOARD GOVERNANCE POLICY MANUAL

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

## BOARD COMMITTEES

### BACKGROUND

Section 20 of the **Public Libraries Act** gives the library board the authority to appoint such committees as it considers expedient. However, the Board believes that committees should be used only to strengthen the board's ability to do its job and not to assist or advise staff.

### PURPOSE

- 1) The Board currently has no standing committees.
- 2) Committees shall not supervise or direct staff nor obstruct the authority of the CEO.
- 3) Generally, committees shall prepare alternatives and implications for board consideration and debate rather than make recommendations.
- 4) Board committees may not speak or act for the board.

### PROCEDURES

- 1) Terms of Reference including the purpose, objectives, authority, membership and time-limits shall be defined for every committee. Terms of reference must not infringe on CEO authority.
- 2) Once a committee has accomplished its expectations, the committee shall cease to exist.
- 3) A committee that is established by the board may include non-board members.