



# Georgina Public Library Board Orientation

April 20, 2023



# Welcome

## Introductions

Please tell us a bit about yourself and why you are interested in library governance and leadership.

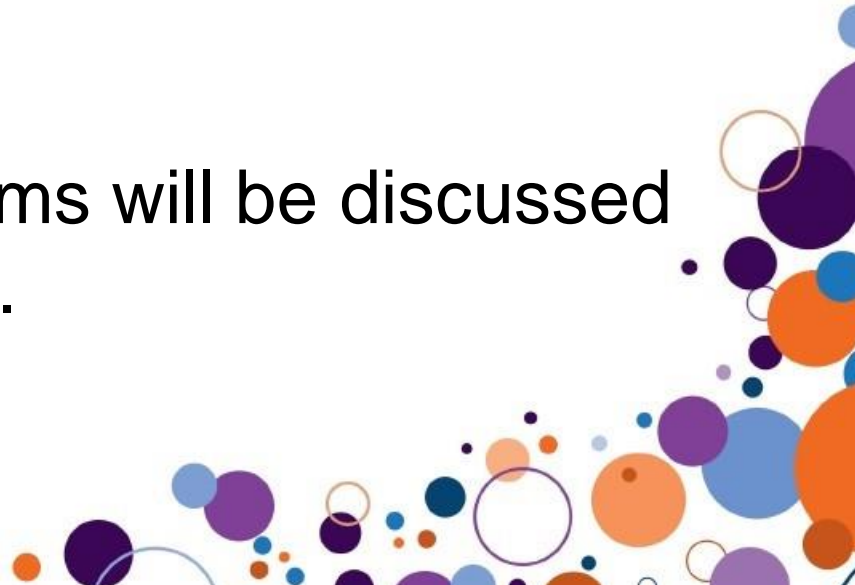




# Orientation Overview

- Basic information about the legislative framework for public libraries
- Roles of the Board and the CEO
- Duties and Responsibilities of the Board
- Library Board's Strategic Plan
- Homework

Anything to add? New items will be discussed at the end of the session.





# Public Libraries Act (PLA)

Public libraries fall under the responsibility of the Ministry of Tourism, Culture & Sport.

Hon. Neil Lumsden  
Minister





# Public Libraries Act (PLA)

Public libraries in Ontario are governed by the *Public Libraries Act* (*PLA*).





# Public Libraries Act (PLA)

Library Board terms are concurrent with municipal council terms.

Current Term is 2023-2026



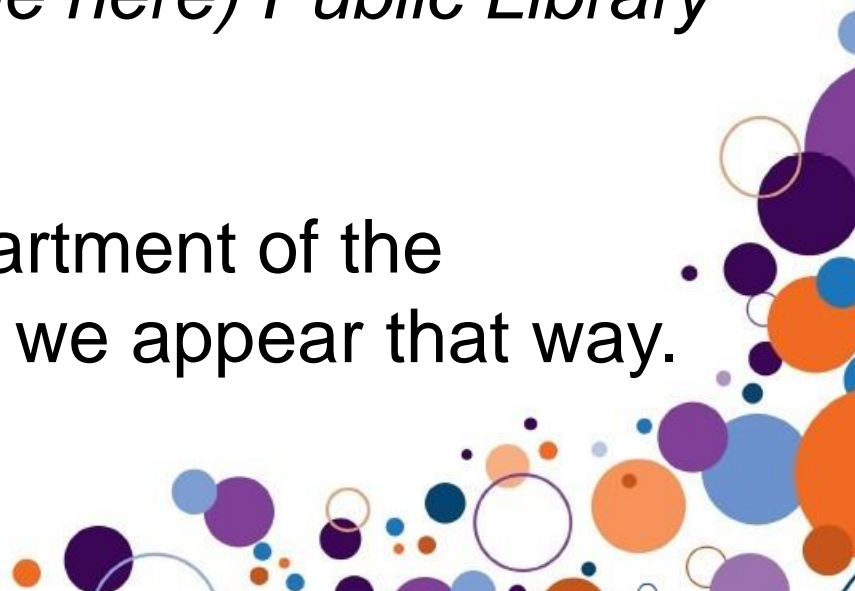


# Public Libraries Act (PLA)

The PLA establishes public libraries as a corporation.

*“A public library shall be under the management and control of a board, which is a corporation in English as The (insert name here) Public Library Board ... “ (PLA 3[3])*

Although we are not a department of the municipality, in many ways we appear that way.



# Public Libraries Act (PLA)

The PLA prescribes the:

- operations of the Library Board
- powers of the Library Board
- legislative requirements for the provision of services




# Role of the Board

The PLA directs the Library Board  
to provide

*“a comprehensive and efficient  
public library service that reflects  
the community’s unique needs”.*

*PLA 20(a)*

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# Role of the Board

The Board is the legal authority for the Library and is responsible for the organization's highest level of decision-making.



# Role of the Board

## Areas of Responsibility:

- Strategy and Oversight
- CEO Support and Oversight
- Financial Stewardship & Accountability
- Policy Framework
- Advocacy
- Employer Obligations



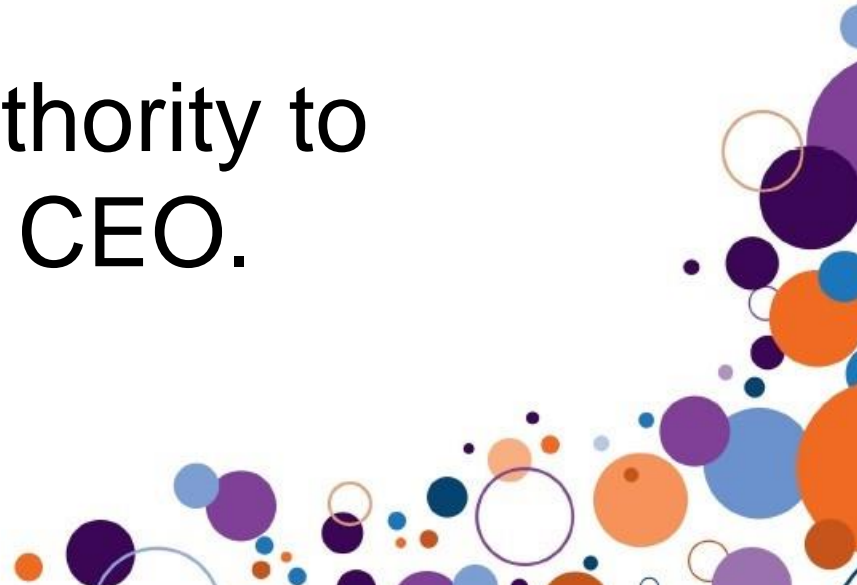
# Role of the Board

The Board is accountable  
for establishing and  
upholding the Library's  
vision and mission.



# Role of the Board

The Board carries out its governance function by developing and monitoring policy and delegating authority to the Library CEO.



# Role of the Board

The Board acts as a link  
between the community and the Library,  
and  
between the Library and Town Council.




# The Board & the CEO

The Library Board hires and directly oversees just one employee:

The Chief Executive Officer (CEO)

The CEO oversees the hiring and supervision of all other Library staff on behalf of the Board.

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# The Board & the CEO

The Board directs the work of the CEO through decisions made at board meetings, policies, strategic plans, and approval of budget estimates.





# The Board & the CEO

The CEO manages the day-to-day operations of the Library  
and  
serves as a professional advisor  
to the Board.





# The Board & the CEO

Library Board focuses on “Ends”.

The CEO focuses on the “Means” to achieve the Board’s Ends.



# Role of the Board

The CEO, in consultation with the Board, develops and presents an operating budget for Town Council approval each year.





# Duties & Responsibilities

## Individual Board Members:

- Owe a fiduciary duty to the corporation

There is an obligation to act in the best interests of the library, with competence and diligence, as well as loyalty, honesty, and good faith.





# Duties & Responsibilities

## Individual Board Members:

- Do not act alone or on behalf of the Board unless specifically given the authority by the Board as a whole





# Duties & Responsibilities

## Individual Board Members:

- Board members assume no authority to make decisions outside of Board meetings.





# Duties & Responsibilities

## Individual Board Members:

- Are all equal, regardless of other duties





# Duties & Responsibilities

## Individual Board Members:

- Prepare for all board meetings and use meetings productively
- Offer opinions on issues and show respect for the opinions of others
- Review all Board policies
- Review and sign the Board Code of Conduct





# Duties & Responsibilities

**The Library Board speaks  
with one voice.**





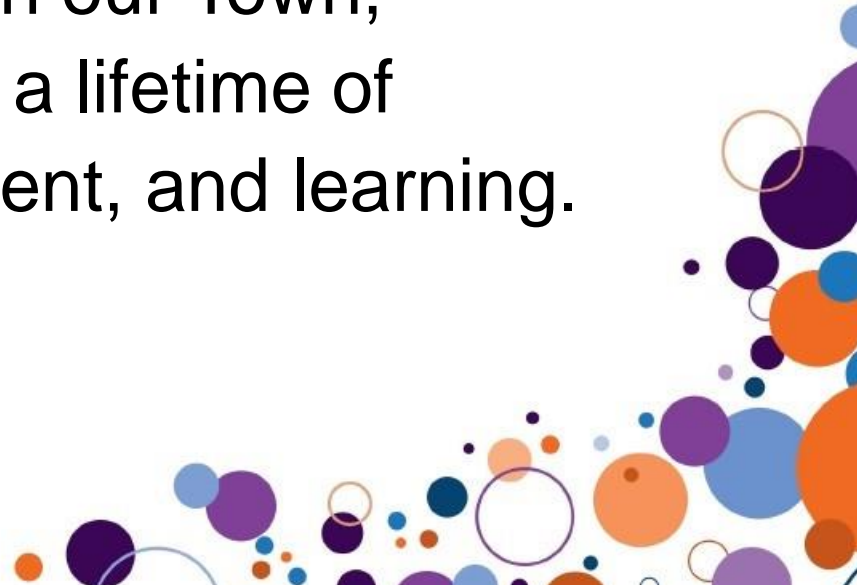
# Strategic Plan 2017-2021

## Vision

*We open doors and minds.*

## Mission

As cultural hubs in our Town,  
we open doors to a lifetime of  
information, entertainment, and learning.





# Strategic Plan 2017-2021

## Values

We strive to achieve:

- Intellectual freedom and the protection of privacy
- Reliable and relevant information resources
- Outstanding customer service
- Accessible, inclusive, and welcoming facilities
- Progressive, responsible fiscal leadership
- Community collaboration and progressive partnerships





# Strategic Plan 2017-2021

## Strategic Directions

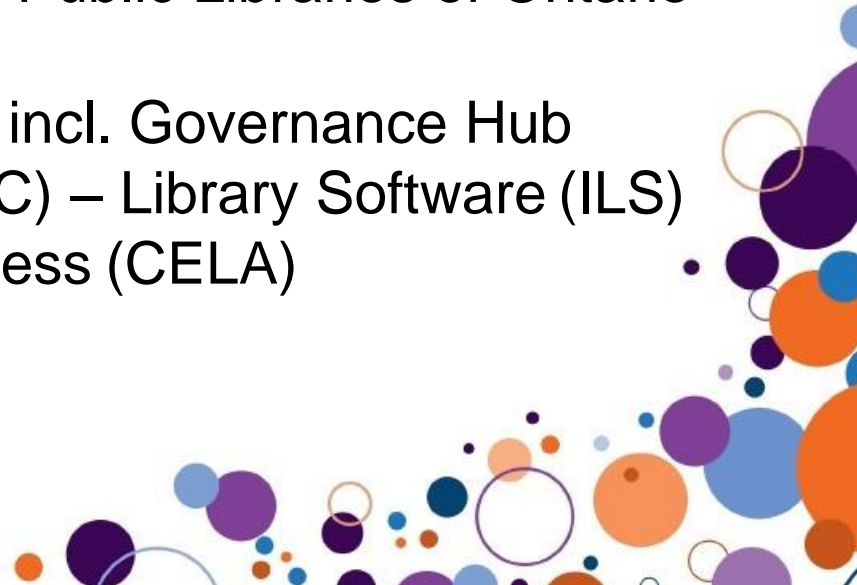
- **Community Connection**
- **Spaces**
- **People & Leadership**
- **Collections & Programs**
- **Technology**



# Resources

There are many resources, organizations, and associations that assist & promote public libraries:

- Ontario Library Association (OLA)
- Ontario Library Boards Association (OLBA)
- Canadian Federation of Library Associations (CFLA)
- Federation of Ontario Public Libraries (FOPL)
- Administrators of Medium Sized Public Libraries of Ontario (AMPLO)
- Ontario Library Service (OLS) – incl. Governance Hub
- Ontario Library Consortium (OLC) – Library Software (ILS)
- Centre for Equitable Library Access (CELA)



# Next Steps

- Submit a photo and testimonial
- Group photo-to discuss
- Read and sign the Board Code of Conduct
- N6+1 Library Board Training: Saturday April 22
- Read your orientation documents (thumb drive)
- Visit OLS Governance Hub



# Next Steps

- Complete Health & Safety Training
- Complete your Accessible Customer Service Training (email from SmarterU)
- Sign up for the GPL eNewsletter
- Follow GPL on social media
- Follow-up meeting with the CEO (if desired)



# Questions

?



# Thank You!!

Your participation on the Library Board and at this session is very much appreciated.

You each make an important contribution in bringing the community to the library and the library to the community.

***“It takes a library to raise a community”***

