



## Board Succession Planning

An effective board is comprised of people who collectively have the knowledge, the skills and background necessary to govern with excellence and to lead the library in the realization of its vision. The Township council appoints members to the library board. However, to assist the council and as advocates for the library, the Southgate Public library board works to influence and shape appointments to the board. This policy sets out the requirements for recruiting board members and planning for board succession.

1. The library board recognizes that the **Public Libraries Act**, R.S.O. 1990, c. P44, s. 10(4) requires that the council appoint library board members. To support the appointment process, the library board will collaborate with council on a preliminary selection process.
2. In the third year of the current term, the library board will:
  - a. undertake a review of the board's effectiveness in governing and accomplishing the strategic plan
  - b. solicit input from the Chief Executive Officer (CEO)
  - c. match the board's needs with the expertise and interests of the current members and identify the gaps that will need to be filled
  - d. develop a board member's position description to highlight qualities and desired skills
  - e. undertake a review of the board's effectiveness in governing and accomplishing the strategic plan
  - f. prepare a legacy document that outlines the current board's work, including successes and challenges, and provides recommendations for the new board
  - g. Board members are encouraged to identify potential new members and invite them to apply.
  - h. The board will provide the Township with a list of desired competencies aligned with the strategic plan and legacy document
3. Potential candidates will be provided with briefing materials and information about library governance and services upon request.

### Related Documents:

**Public Libraries Act**, R.S.O. 1990, c. P44