

Policy Type: **Governance**

Policy Number: **G-7**

Policy Title: **CEO / Board Relations Policy**

Policy Approved: November 2023
Effective: January 2024 - December 2026

1. PURPOSE

1.1 In accordance with the *Public Libraries Act section 15 (2)* as amended, and the Amending Agreement of March 21, 2017, the Windsor Public Library Board and the City of Windsor, will jointly hire and second to the Windsor Public Library a Chief Executive Officer (CEO), from the City of Windsor; who shall plan, direct, and evaluate the operations of the Windsor Public Library and its employees.

2. SCOPE

2.1 The Windsor Public Library Board, within the meaning of the *Public Libraries Act* as amended, provides governance and management of public library services in Windsor.

2.2 The Windsor Public Library Board supports the *Municipal Freedom-of-Information and Protection of Privacy Act (MFIPPA)*, *Copyright Act*, *Canadian Criminal Code*, *Canadian Charter of Rights and Freedoms*, and other laws governing intellectual property.

2.3 The CEO / Board Relations Policy applies to all Windsor Public Library Board members, employees, volunteers and agents; supports the principles of universal and equitable access and reflects the WPL Mission, Vision, Values and Customer Service Pledge:

WPL Mission Statement “The mission of the WPL is to enrich our community by providing access to resources that inform and entertain.” “We believe in the freedom to read, learn and discover.”

3. DELEGATION OF AUTHORITY

3.1 The CEO is the Board’s only link to the operation of the library. The Library Board directs the CEO through the:

- a) Documented decisions made at Board meetings;
- b) Approved written policies;
- c) Approved budgets, plans and reports;
- d) CEO Job description and performance evaluations.