Massena Public Library

Board of Trustees Evaluation Policy

Purpose

The Massena Public Library Board of Trustees is committed to continuously improving its performance and the overall governance of the Massena Public Library. To achieve this goal, the Board will perform a Board self-evaluation. This policy provides a process to

- provide Board members with clear understanding of the expectations of their role
- ensure Board members are aware of how well the expectations are being met
- review and assess the governance performance of the Board and acknowledge goals achieved, strengths and weaknesses
- identify objectives for the Board and guide the Board in the coming year
- demonstrate sound management practices and accountability to the community

Policy Guidelines

The Board as a whole is responsible for its self-evaluation on an annual basis. The Personnel Committee shall research and recommend a Board of Trustees Evaluation Form and process for the entire Board to review, adopt and implement.

The Board of Trustees self-evaluation will be based on commonly accepted responsibilities of Trustees, the adopted Trustee job description, progress in achieving goals in previous evaluations and in the long-range plan.

Each year, every member of the Board, including the Director, will complete the Board Evaluation Form and return to the President. The President will compile the responses and distribute the results to the Board. The Board will then discuss the results as a group. The Board will determine current areas of competency, goals and priorities for the coming year and necessary tasks (actions, education or training) to complete to reach those goals.

Adopted by the Massena Public Library Board of Trustees October 8, 2024.