

## Exercise 2: Board Self Evaluation

	Yes/No If No, What was the reason?	What advice will the board give to the new board to improve in this area?
<b>Meetings</b>		
Did the board hold all scheduled board meetings?		
Did the board cancel any board meetings because there were insufficient members to constitute a quorum?		
Did the board review all minutes of meetings?		
Did the board keep accurate records of Board meetings, activities and policies which are kept on file in the library?		
<b>Board Conduct</b>		
Did the board respect conflict of interest regulations?		
Did the board declare conflicts of interest and disclose and record these properly?		
Did the board seek legal opinions when necessary?		
Did the board follow the requirements of the <b>Public Libraries Act</b> and Regulation?		
Did the board act in all ways mindful of its civic trusteeship duty and in the interest of the public library and the ownership whom the board represents?		
Did the board reflect the diversity in the community in its composition?		
What educational opportunities would you advise the new board to pursue?		
<b>Board Role</b>		
Did the board have a clear understanding of its role?		
Has the board developed a complete framework for the library including by-laws, mission, goals and policies?		
Has each one of these items/tools been reviewed as to its currency and continued appropriateness at least once this term?		
Has the board conducted a review of its mission?		
What is the end result, outcome or difference that the existence of the library community will make?		
Which community members will benefit from these outcomes?		
Were the board's annual goals and objectives achieved?		
Is the mission integrated throughout the library? In other words, can everything the library does be traced back to its mission?		

## Discussion and Decision-making

Did board members use their individual abilities and skills to enhance the board's overall performance?

Did the members freely offer their opinions during any deliberations?

Did board members avoid attempting to exert individual authority over the Library Director or staff?

Did board members attempt to represent the board without being authorized to do so?

What techniques did the board use for decision-making?

Did members support board decisions once they were made?

Did members support the chair in promoting effective meetings?

## Relationship with the Library Director

Is there a board policy delegating authority to the Library Director?

Was the board careful to focus only on board issues and leave the running of the library to the Library Director?

Did the board clearly enunciate its expectations of Library Director performance through the development of achievable, measurable goals and clear, comprehensive policies?

Has the board conducted an annual Library Director Performance Appraisal throughout its term?

## Relationship with Local Councils

Did the board develop a collaborative relationship with council?

What areas should the new board concentrate on during the next term with respect to council?

What was the board's most important achievement this term with respect to council?

What methods did the board use to report on its accountability to council?

Do these methods need to be revised?

## Relationship with the Community

Which new methods did the board use to improve its relationship with the community?

Is the board seen as a vigorous advocate of the people in supplying the best possible library services?

How has the board elicited input from the public regarding the library service in the community?

Are any adjustments necessary in light of information received from the community or elsewhere?

What methods did the board use to report on its accountability to the community?