

Madawaska Valley Public Library Policy Manual

Policy Type: Governance

Policy Number: GOV-13

Policy Title: Delegation of Authority to the Chief Executive Officer

Initial Approval Date: June 2012

Last Review/Revision Date: 2016

Review Date: 2020

Objective

To establish the parameters of the relationship of the Township of Madawaska Valley Public Library Board (the Board) with the Chief Executive Officer (CEO).

Scope

In accordance with the *Public Libraries Act*, R.S.O. 1990, c. P44, s. 15(2), the Board appoints a CEO who shall have general supervision over, and direction of, the operations of the Madawaska Valley Public Library (the library) and its staff.

1. The CEO is the Board's only link to the operation of the library. As such:
 - a) The Board directs the CEO through:
 - i) Decisions made at Board meetings, by majority votes
 - ii) Approved written policies
 - iii) Approved budgets and plans
 - iv) The CEO job description
 - b) Only official decisions of the full Board are binding on the CEO
 - c) Decisions or instructions of individual Board members are not binding on the CEO.

2. The CEO will:
 - a) Take, or approve lawful actions in the name of the library
 - b) Take actions consistent with the Board's mission, vision, values and policies
 - c) Be responsible for the employment, management and performance evaluations of all staff employed by, or on contract, with the library
 - d) Develop, implement and manage all operational practices and activities.

Related Documents:

Policy Number GOV-09 Evaluation of the Chief Executive Officer