



Title:	Board-CEO Linkage Policy	
Policy Type:	Governance	Policy Number: 100-03
Approval By:	Resolution Number RB 2012-06-18	
Approval Date:	June 18, 2012	
Revised Dates:	June 20, 2016; June 24, 2019; February 28, 2022	
Review Date:	February 2025	

PURPOSE:

This policy defines the decision-making responsibilities that are delegated to the CEO in terms of Library operations, administration and management, levels of financial authority and accountability and performance evaluation. This policy ensures the accountability of the CEO to the Board in terms of personal and operational performance.

SCOPE:

This policy pertains to the relationship between the Board and CEO.

POLICY STATEMENT:

The Board's sole official connection to the Library's operation, organization, achievements, and conduct will be through the CEO, whose sole accountability is to the Board in accordance with the Public Libraries Act, R.S.O. 1990, c. P. 44.

ACCOUNTABILITY:

In order to facilitate operational effectiveness, the Board recognizes that the CEO exercises all authority over and accountability of staff/volunteers and library operations.

The Board deals only through the CEO.

UNITY OF CONTROL:

Only the Board, by majority vote, has authority over the CEO.

- Decisions or instructions of individual Board members, officers, or committees are not binding on the CEO except in circumstances when the Board has specifically authorized such instruction, through motion of the Board or policy.
- If an individual Board member requests information or assistance without Board authorization, the request can be referred to the Board for direction.

DELEGATION TO THE CEO:

- All Board authority and accountability delegated to management is delegated through the CEO.
- The Board will provide direction to the CEO/Director of Public Libraries through policies and Board resolutions.

Monitoring Executive Performance:



- The Board shall appoint a CEO Evaluation Committee in accordance with the Board's Procedural By-laws.
- The Board will appraise the performance of the CEO as per the Performance Appraisal Policy.

RELATED POLICIES

100-01 Governance Processes Policy
100-04 Executive Limitations Policy
100-08 Signing Authority Policy
200-01 Purchasing and Procurement Policy
300-10 Business Continuity Policy
300-12 Emergency Closing Policy
400-14 Performance Appraisal Policy