

**Policy: Governance - Planning**

**Department: Library**

**Effective Date: August 2014**

**Revision Date: June 2018**

**Next Year of Review: 2022**

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The board shall maintain an effective planning process for the library in order to fulfill its mandate under the Public Libraries Act, RSO 1990, c. P44, s.20 (a): “A board shall seek to provide, in co-operation with other boards, a comprehensive and efficient public library service that reflects the community’s unique needs”. This policy establishes a formal planning process.

The planning process ensures that:

- a) the vision of the library board is realized.
- b) the library is able to respond to changing needs and trends in the community.
- c) key decision makers in the community make a long-term commitment to library services.
- d) services available elsewhere in the community are not unnecessarily duplicated.
- e) library funds are responsibly expended in a deliberate and accountable manner.
- f) continuity of services is maintained regardless of personnel changes in the board or staff.

## **Public Consultation**

To maintain awareness of community needs and expectations, the public will be consulted on a regular basis. Community consultation methods may include any or all of the following: telephone survey, community questionnaire, community leader interviews, focus group interviews, and public forums.

## **The Strategic Planning Process**

The Bruce County Public Library Board’s Strategic Plan will be developed in consultation with Board, staff and the general public on a five year cycle or whatever life cycle is deemed appropriate. The Plan will contain the Board’s Vision, Mission Statement and priorities. Strategic directions, objectives, actions and timelines will be formulated in consideration of demographic, political and financial trends, county priorities, and Ministry guidelines.

## **Related Documents**

Public Libraries Act, R.S.O. 1990, c. P44