

## **Board Development Committee: Terms of Reference**

### Committee Details

*Name of Committee:* Board Development Committee

*Appointment and Review:* This is a standing committee, the members for which will be appointed after each AGM.

*Goals:* Develop the Board's capacity to advance the Library's mission, values and strategic plan by providing Library Trustees with opportunities and resources for learning and personal development.

*Accountability:* Individual committee members are responsible for reporting back on actions they have taken to the committee as a whole.

The committee chair will report monthly to the Library Board on available and appropriate educational resources and development opportunities.

*Responsibilities:* Inform and promote possible educational resources and development opportunities to Board Trustees.

Such opportunities put forward by the committee may include guest speakers to Board meetings, online training, workshops as well as ideas, approaches and/or subject matter for board development to take place during board meetings.

Enable interaction between Library staff and the Board to provide better understanding of their respective roles and responsibilities.

**Facilitate an annual Board evaluation process by providing a suitable questionnaire for every Board member to complete in the month the form is distributed. This Committee will be responsible for tabulating the answers and reporting back to the Board as soon as possible after completion.**

*(Revised April 2020 June, 2021)*