

Strategy & Reporting Committee

Terms of Reference

Committee Details

<i>Name of Committee</i>	Strategy and Reporting Committee
<i>Membership & Appointment</i>	This is a standing committee, the members for which will be appointed after the AGM.
<i>Purpose</i>	To guide strategic planning and public reporting for GDPL, including implementation of current strategic plans (e.g. 2023–2026) and annual reports as well as subsequent planning and reporting requirements.
<i>Responsibilities & Duties</i>	<ul style="list-style-type: none">• Create an annual work plan relative to the board’s strategic goals• Establish measurement criteria for the board’s strategic objectives• Develop metrics and an evaluation plan of library services in collaboration with the Library Director• Evaluate the implementation progress of the strategic objectives on an ongoing basis• Meet with GDPL staff and key partners as required• Oversee public communication of strategic plans and annual reports
<i>Reporting</i>	<ul style="list-style-type: none">• The committee chair will report monthly to the Library Board on committee activities and, in conjunction with the Library Director, quarterly on both the Board's and the Library's progress on the strategic plan.
<i>Frequency of meetings</i>	<ul style="list-style-type: none">• Meetings shall be held as required as determined by the committee.