



POLICY

Policy Type:
Policy Title:

**Board
Policies**

Policy Number: 01-09

Policy:

- 1.1. To ensure that St Thomas Public Library policies are up-to-date and comprehensive, approved policies will be reviewed at least every four years, or more frequently if changes are required.
- 1.2. Standing Committees will review policies in the areas for which they are responsible, and will prepare recommendations for Board review.
- 1.3. Policies relating to public services, including collections, fees, fines, membership, and hours of opening, shall be drafted by representatives from library management and front line staff for Board consideration.
- 1.4. Consideration of policies relating to public services, including contracts, fines, fees, hours of opening and closing and other related matters shall be referred to the Board as whole.
- 1.5. All members of the Board will have the opportunity to review all proposed policies.
- 1.6. Policies come into effect after the signature of the Board Chair, or at such time as determined within the policy.

Approved Date: January 16, 2019
Supercedes Date: October 15, 2014
Review Date: October 2022
Reference: Library Board Meeting, January 16, 2019