



**SUBJECT: BOARD - PLANNING POLICY**

**Policy No: B-2020-35**

**Date: December 14, 2020**

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## **PURPOSE**

This policy addresses the Innisfil Public Library Board's commitment to efficient and effective planning for Library service within the community of Innisfil.

## **POLICY**

### **Application**

This policy applies to all members of the current Innisfil Public Library Board as they carry out the duties and responsibilities attached to the position of Board Member as per the Board's current Procedural By-Law Policy.

### **General**

In order to fulfill its mandate under the *Public Libraries Act, RSO 1990, Chapter P. 44* Section 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", the Innisfil Public Library Board shall make certain that an effective planning process is in place for the Library.

### **Guidelines**

The planning process will help to ensure that:

- the Library needs of the community are met;
- the Library is able to respond to changing needs and trends in the community;
- community input is received during the planning process;
- key decision makers in the community make a long-term commitment to Library services;
- there is continuity of services regardless of personnel changes in the Board or Staff;
- Library funds are spent in a deliberate and accountable manner;
- services available elsewhere in the community are not unnecessarily duplicated;
- the vision of the Library Board is met.

The Library Board shall regularly review and assess:

- customer needs in the community served by the Board;
- the services of the Library in light of assessed customer needs;
- the Board's mission statement, values and commitment;
- current Board policy in relation to the Library's mission statement, values and commitment;
- current Board planning documents, including the Master Plan and Strategic Plan;
- community demographics and population and their relationship to Development Charges legislation, Library services and/or funding.

Approved by the Innisfil Public Library Board, December 14, 2020, Motion #2020.104

Supersedes Policy #B-2016-11, approved May 16, 2016, Motion #2016.47 & Policy #B-2012-08, approved June 18, 2012, Motion #2012.47; &  
Supersedes Policy #2009-08, approved April 20, 2009, Motion #2009.33; &  
Supersedes Policy #2006-17, approved May 8, 2006, Motion #2006.49.