

PEACE LIBRARY SYSTEM		TRUSTEE ORIENTATION (Required by <i>Libraries Regulation</i>)
CATEGORY:	Board Governance	POLICY: G2-23
DATE APPROVED:	February 2023	REVIEW IN YEAR: 2028

Trustee Orientation

Each new Peace Library System board member will be made aware of how to access trustee information.

Orientation Process

The orientation process will be the responsibility of the CEO. The orientation will be delivered at the organizational meeting held in November, and individually if there are new members appointed to the Board as required.

The process may include:

1. an orientation package containing background documentation and contact information (given to new trustees before their first board meeting),
2. a tour of the headquarters building,
3. a review of trustee information in print, on the Peace Library System website (www.peacelibrarysystem.ab.ca), and on the ALTA website (www.librarytrustees.ab.ca),
4. a review of the System's finances,
5. a review of any Peace Library System expenses paid to the trustee for meetings, conferences and workshop attendance, and
6. a one-on-one meeting with new board members, upon request.

The new trustee will be urged to visit other libraries in the System.

Chair’s Signature: _____