

PEACE LIBRARY SYSTEM**TRUSTEE ORIENTATION**
(Required by *Libraries Regulation*)

CATEGORY: Board Governance

POLICY: G2-18

DATE APPROVED: November 24, 2018

REVIEW IN: 2023

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 Director.

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:

