

Committee Charter Form

Committee: Executive

Adopted by board: January 14, 2020

This standing committee is comprised of the three officers of the Board and the Library Director as an ex officio member. Officers of the Board serve on the committee, and the current Board President shall be the chair. There are no term limits to committee membership other than the limits of an individual trustee's term on the Board.

Purpose

Its overall purpose is to provide organizational oversight and to assist with Board development, education, and governance.

Major duties include:

- Negotiate labor contract with the local bargaining unit;
- Sign contracts or take other actions with approval from the full Board;
- Meet with the Library Director to discuss results of annual performance review;
- Ensure that the Board is establishing and maintaining good governance practices; and,
- Assist in planning Board development topics.

The committee has authority to bring options forward, make recommendations for Board action, and, in certain circumstances, act on behalf of the Board when the Board has authorized such action. The Library Director and staff provide input and feedback to help inform appropriate decisions.

Committee reports are made to the full Board orally or in writing.

The committee meets as needed and decisions shall be made by majority vote of all members present.