SPL Report to the Board

MEETING DATE: JANUARY 9, 2024
FROM: KRISTA ROBINSON, CEO | LIBRARY DIRECTOR
SUBJECT: 2024 POLICY REVIEW SCHEDULE

2024 POLICY REVIEW SCHEDULE

Policies requiring review and updating in 2024 have been categorized and scheduled to ensure they are all addressed this year.

A policy review committee will meet and review any and all policy amendment recommendations provided by the CEO prior the noted board meeting and bring any proposed changes to the board for adoption.

Below you will find a breakdown of Library Board and Operational Policies requiring updates in 2024, as well as identified new policies which will be coming forward for consideration.

	Board Policies to be Updated	**Operational Policies to Review & Approve**
February		OP 04 Customer Code of Conduct NEW Video Surveillance Policy
March	LG 04 Purchasing Policy LG 05 Sale and Disposition of Land Policy	
April	LG 08 Emergency Preparedness Policy	
May	LB 02 SPL Governance ByLaws	
June	HR 03 Staff Manual	
September	NEW Diversity and Inclusion Policy	OP 09 Accessible Customer Service Policy
October	NEW Donation Policy NEW Fundraising and Gift Acceptance Policy	
November		
December	HR 04 Health and Safety Policy HR 05 Respect in the Workplace Policy	

BOARD ACTION
Submitted to the board for discussion and committee sign up