

# Planning and Facilities

## Annual Timeline/Workplan

Activity	Last Reviewed	February/March	May/June	September
Planning Committee Mandate	Mar-23	<b>Review</b>		
Timeline	Mar-23	<b>Review</b>		
Annual Reports for Chinook Arch, Kainai & Wrentham	Mar-23	<b>Review</b>		
<b>Policies: Board Governance</b>				
Value Statement	Jun-22	Due for review 2025		
Board Meetings	May-23	Due for Review 2026		
Committees & Committee Mandates	Jun-22	Due for Review 2025		
Executive Officers	Sep-22	Due for review 2025		
Mission Statement	May-21	<b>Review</b>		
Vision Statement	May-21	<b>Review</b>		
Organizational Meeting	Sep-22	Due for Review 2025		
Rules of Order	May-21		<b>Review</b>	
<b>Policies: Services</b>				
By-Laws	May-23	Due for Review 2026		
Confidentiality of Patron Records	May-21		<b>Review</b>	
Direct Loans	Sep-21			<b>Review</b>
Information Technology Services	Oct-23	Due for Review 2026		
Library Outlets	Oct-23	Due for Review 2026		
Materials Selection and Acquisition	Oct-23	Due for Review 2026		
Library Service to a System member with no Board	Sep-21			<b>Review</b>
Resource Sharing	Sep-21			<b>Review</b>
Services for the Print Impaired	May-21		<b>Review</b>	
<b>Other Activities</b>				
Evaluate Services	Ongoing	Discuss	Discuss	Discuss
Facility Planning	Ongoing	Discuss	Discuss	Discuss
Needs Assessment	May-21	Due for Review 2025		
Plan of Service	Jun-22	Due for Review 2026		
Resource Sharing Contract (review bi-annually)	May-23	Due for Review 2025		

**Last Reviewed: 4 April 2024**

**Last Revised: 4 April 2024**