

1. Purpose

The Northern Lights Library System (NLLS) Board is committed to providing structured orientation and ongoing professional development to ensure Board members have the knowledge and resources needed to fulfill their governance responsibilities effectively.

2. Board Member Orientation

2.1 Orientation Timeline

- Newly appointed Board members must complete orientation within 120 days of their appointment.

2.2 Orientation Responsibilities

- The Executive Committee is responsible for overseeing Board member orientation and may delegate specific tasks to another committee as needed.

2.3 Orientation Content

Each new Board member will receive an orientation package and presentation, which will include:

- Board Governance and Structure
 - Overview of the NLLS Board's role and responsibilities.
 - Introduction to the Executive Committee and other Board committees.
 - Explanation of meeting procedures and decision-making processes.
- Board Member Responsibilities
 - Fiduciary duties and governance expectations.
 - Key policies governing Board operations.
 - Confidentiality and conflict of interest guidelines.
- Financial Oversight and Budget Process
 - Overview of the NLLS budget cycle and financial accountability.
 - Explanation of Board oversight in financial matters.
- Policy Framework and Strategic Planning

- Review of key policies, including the Governance and Policy Development Policy (Sec 2, 1B).
 - Overview of the Plan of Service and Strategic Plan.
- Additional Resources
 - Board contact list and organizational structure.
 - Schedule of upcoming Board meetings and key governance dates.

2.4 Orientation Acknowledgment

- All new Board members must sign and submit an acknowledgment form confirming they have completed orientation and reviewed the provided materials.
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3. Mentorship & Peer Support

- A new Board Member may request an experienced Board member to act as a mentor for newly appointed members during their first year.
 - The mentor may assist with:
 - Answering questions about Board procedures.
 - Providing context for ongoing discussions and decisions.
 - Offering guidance on fulfilling Board responsibilities effectively.
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4. Board Member Professional Development

4.1 Professional Development at Board Meetings

- The Executive Committee will schedule and approve professional development topics at the start of each year.
- Training sessions may include:
 - Governance best practices.
 - Financial and budgetary oversight.
 - Strategic planning methodologies.
 - Library advocacy and public engagement.

4.2 External Professional Development Opportunities

- Board members may participate in external training, workshops, and conferences relevant to their governance role.
- Any expenses related to external professional development must be preapproved by the Executive Committee in accordance with the Board Honoraria and Expenses Policy (Sec 2, 1I).

5. Compliance & Reporting

- The Executive Committee will monitor the completion of Board member orientation and report any outstanding training requirements.
- The Board Chair will include updates on professional development initiatives in their regular reports to the Executive Committee.

NLLS Board Chair

Date