



509 North Main
Maryville, MO
64468-1610

Phone: (660) 582.5281
Fax: (660) 582.2411

Maryville Public Library Policy

Section B: EXECUTIVE BOARD BYLAWS,
ADMINISTRATION

Subject 100.2: Executive Board Self Evaluation,
Page 1 of 2 Adopted May 2026

Executive Board Self Evaluation

In a commitment to excellence, the Maryville Public Library Executive Board of Trustees shall conduct a self-evaluation in the month of April of each year.

How would you rate the Maryville Public Library Board on the following objectives from 1 to 4? 1=Poor 2=Good 3=Very Good 4=Excellent Please select one.

1. **Policymaking:** The board has established essential policies and procedures that support the Library's mission for its taxpayers, guide decision-making, ensure legal compliance, and manage risk. All policies are reviewed by the Trustees every two years and revised as needed.

1 2 3 4

Comments:

2. **Meeting transparency and effectiveness:** The board meets regularly in open session, in accordance with Missouri Sunshine Law. Meetings are well attended by all members and begin on time. Trustees arrive prepared, and are encouraged to ask questions and provide input on each agenda item. The board effectively makes decisions to advance its strategic plan. Meeting minutes are accurate, complete, and kept available for public review.

1 2 3 4

Comments:

3. **Fiscal Stewardship:** The Board defines the library's overarching purposes and priorities and adopts an annual budget. In accordance with Government Accounting Standards, the Board reviews revenue and expenditures against the budget on a monthly basis. Adequate unrestricted operational reserves and liability insurance are maintained for unforeseen circumstances. Clear policies are adopted regarding purchasing, internal controls, and investments. Annual financial statements are audited or reviewed by an independent firm experienced in government accounting.

1 2 3 4

Comments:

4. Strategic planning and advocacy: The Board determines the direction of the Library by studying community needs. The Board adopts a 3-5 year plan to guide annual goals and current and future investments in capital and human resources. Progress is reviewed annually or quarterly. The Board fully understands the library's primary revenue sources and ensures Maryville's Library remains adequately funded by communicating Library successes and funding needs to fellow constituents, local officials, state legislators, and potential donors.

1 2 3 4

Comments:

5. Director oversight with clear roles and responsibilities: With a Trustee focus on high-level, long-range direction, major policy, capital needs, and fiduciary oversight, the Board employs, evaluates, and manages a library director who carries out annual board-set goals, manages daily operations, oversees collection and program development, hires and manages support staff, and brings recommendations to the board for operational policy, annual budgets, and patron services. Formal contact between the Board and staff is channeled through the established chain of command.

1 2 3 4

Comments: