

**Fig. 1.2. Chapter Checkup: Congratulations, You're the New Risk Manager!**

You've just been named risk manager for your library. You're scheduled to give a board briefing on the library's major risks in three weeks – and how to address them. Use this template to help prepare your board presentation.

#1. Jot down the three current library risks that worry you most.

---

---

---

#2. Put these steps concerning disaster planning in the correct sequence.

Sequence

- \_\_\_ A) Recommend funding to support the new disaster plan
- \_\_\_ B) Contract for off-site emergency computer and IT space
- \_\_\_ C) Review current funding for disaster planning, coping.
- \_\_\_ D) Name a board/director/staff disaster planning committee
- \_\_\_ E) Discuss the library's risks with your director
- \_\_\_ F) Review peer libraries' disaster plans
- \_\_\_ G) Talk with the city/county risk and/or emergency managers
- \_\_\_ H) See that the media gets regular updates on disaster planning, drills

#3. List three points that your director-board team must understand about the library's risks:

- A) \_\_\_\_\_
- B) \_\_\_\_\_
- C) \_\_\_\_\_

**Answers to Fig. 1.2. Chapter Checkup**  
**Congratulations, You're the New Risk Manager!**

#1. Fill in what is most important locally. No prescribed answers, but likely candidates include:

- Poor conditions in facilities that could cause accidents, injuries and even deaths
- Outdated plans
- Staff that need training and drills

#2. Correct sequence for the statements shown:

A= 7, B=6, C=5, D=3, E=1, F=4, G=2, H=8.

#3. Three points your board needs to understand (in no order):

- “Risk” often involves more than facilities, lives or safety. It also includes political and image risks for acts of omission or commission.
- Unbudgeted costs are bad enough. But risks could also involve lowered service levels, inept leadership, inappropriate promises and loss of credibility.
- The director-board team should review its risk management plans and implementation every 2-3 years.