

Haliburton County Public Library Policy Manual

Policy Type: **Bylaw**
Policy Title: **Composition of the Board**

Policy Number: **BL -02**
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Where required, the Board adheres to the **Public Libraries Act**, R.S.O. 1990, c. P44 as it relates to its composition. The purpose of this bylaw is to guide the Council's appointment process and the Board's appointment of its officers.

Section 1: Composition

1. While the **Public Libraries Act**, s. 9(1) prescribes a Board of no fewer than 5 members, and gives the Haliburton County Council the power to make appointments, the Haliburton County Library Board endorses a Board that consists of 9 members.
2. In accordance with the **Public Libraries Act**, s. 10(4), Haliburton County Council will appoint all new Board members at the first meeting of Council each term.
3. In accordance with the **Public Libraries Act**, s. 10 (2a), Haliburton County Council shall not appoint more of its own members to the Board than the number that is one more than a majority of the Board.
4. In accordance with the **Public Libraries Act**, s.10 (3), a Board member shall hold office for a term concurrent with the term of the appointing Municipal Council, or until a successor is appointed.
5. A Board member may be re-appointed for one or more terms.
6. A member seeking re-appointment must follow the same process of application for consideration as for new candidates to the Board.
7. In accordance with the **Public Libraries Act**, s. 13, if any members of the Board are disqualified from holding office, the members shall forthwith declare the seat vacant and notify council accordingly.
8. In accordance with the **Public Libraries Act**, s. 12, when a vacancy arises in the membership of the Board, the Haliburton County Council shall promptly appoint a person to fill the vacancy and to hold the office for the unexpired term, except where the unexpired term is less than forty-five days. The new appointment's term will be concurrent with term of the Board.

Composition of the Board (continued)

Section 2: Officers

1. In accordance with the **Public Libraries Act**, s. 14-15, the officers of the Board are the chair, the secretary, the treasurer and the Chief Executive Officer (CEO).
2. In addition, the Board designates a vice-chair as an officer.
3. In accordance with the **Public Libraries Act**, s. 14 (3), the chair shall be elected at the first meeting in a new term.
4. The vice chair shall also be elected at the first meeting in a new term.
5. The Board appoints the CEO, who will be secretary and treasurer as allowed by the **Public Libraries Act**, s.15(5).
6. If any of the officers step down, retires or is dismissed during his/her term, the Board must immediately elect or appoint a new officer.

Related Documents:

Haliburton County Public Library. **BL 03 – Terms of Reference of the Officers Public Libraries Act**, R.S.O. 1990, c P44
Haliburton County Public Library Board Resolution, Motion No. L. 62 2010