

BY-LAW NO. 1095
OF THE
TOWN OF ST. PAUL

**A By-Law of the Town of St. Paul in the Province of Alberta
for the purpose of Establishing a Municipal Library Board.**

Under the Provisions of the Municipal Government Act and the Libraries Act R.S.A. 2000 and amendments thereto there is hereby established a Municipal Library Board to be known as the St. Paul Library Board.

- 1) The Board shall consist of ten(10) members. The said members as far as practical, to consist of:
 - One member of Town Council as appointed by the Council of the Town of St. Paul.
 - Two members from the County of St. Paul #19, appointed for a three (3) year term, by the Council of the Town of St. Paul.
 - One member from the Friends of the Library as appointed by the Council of the Town of St. Paul.
 - Six members from the Town of St. Paul, appointed for a three (3) year term, by the Council of the Town of St. Paul.
- 2) All members shall remain in office until their respective successors are appointed.
- 3) In the event of a vacancy occurring, the person appointed to fill such a vacancy shall hold office for the remainder of the term concerned in the vacancy which has arisen.
- 4) All persons nominated shall be residents of the Town or County of St. Paul and shall only remain members during such time as they continue to be residents of the Town or County of St. Paul.
- 5) Any member of the Board who is absent for three (3) consecutive meetings of the Board, shall (unless such absence be caused through illness or be authorized by resolution of the Board entered upon its minutes) forfeit their office and another member shall be appointed in their place, for the remainder of their term of office.
- 6) Any member of the Board may resign at any time, upon sending written notice to the Administration of the Town of St. Paul and to the Chairman of the Board.

- 7) Any member of the Board may be removed from office by a resolution of the Council of the Town of St. Paul.

CONDUCT OF MEETINGS

- 1) The Board shall hold an Annual Meeting, at which time, all board members, volunteers and Council may be invited to attend.
- 2) The Chairperson, Vice Chair, Secretary and Treasurer shall be appointed annually by the Board.
- 3) The regular meeting of the Board shall be held once a month, the time and place to be determined by the Board, but may be changed by the Board from time to time, as said Board may deem advisable.
- 4) A special meeting may be called on twenty-four hours notice by the Chairperson or at the request of any three (3) members of the Board.
- 5) A minute book shall be kept and all minutes of all regular and special meetings shall be recorded therein, by the Secretary of the Board or the Secretary designate.
Copies of all minutes shall be filed with the Town Administration.
- 6) A quorum of said Board shall be a majority of the members of the Board.
- 7) The Chairperson shall have a vote on any question and in the event of a tie, the motion shall be lost.
- 8) The Board may appoint a sub-committee to deal with any special phase of the matters coming within the scope and jurisdiction of the Board as herein set forth. The sub-committee appointed by the Board may include members outside the Board if special expertise is required.

POWERS AND DUTIES OF THE BOARD

- 1) The Board shall have full management and control of the municipal library and shall, in accordance with the regulations, organize, promote and maintain comprehensive and efficient library services in the municipality.
- 2) The Board shall have the power to formulate such programs and policies as it may deem necessary from time to time, providing such programs and policies are not inconsistent with powers herein conferred.

This By-Law shall come into force upon the final passing thereof.

READ a first time in Council this 26th day of January, 2004.

READ a second time in Council this 9th day of February, 2004.

READ a third time and passed in Council this 9th day of February, 2004.

_____ **Mayor**
John Trefanenko

_____ **Municipal**
Wayne C. Horner **Administrator**