

**Village of Warburg
Bylaw # 110/11**

**BEING A BY-LAW OF THE VILLAGE OF WARBURG, IN THE
PROVINCE OF ALBERTA TO PROVIDE FOR THE
ESTABLISHMENT OF A MUNICIPAL LIBRARY BOARD.**

WHEREAS the Council of the Village of Warburg deems it expedient to propose the establishment of a municipal library board;

NOW THEREFORE, with the authority and under the provisions of Part 1 of “The Libraries Act”, being Chapter L-11, RSA 2000, the Council of the Village of Warburg duly assembled, enacts as follows:

Definitions:

1. In this By-law:
 - a) “Board” shall mean and include the Public Library Board.
 - b) “Council” shall mean the Council of the Village of Warburg in the Province of Alberta
 - c) “Resident” shall mean a person whose principle residence is within the corporate limits of the Village of Warburg and District.

Appointment and Term:

2. There shall be established a Municipal Library Board for the Village of Warburg.
3. The Board shall consist of 5 trustees at large and 2 trustees of Council. The membership shall consist of:
 - a) Two (2) trustees of the Municipal Council of the Village of Warburg, appointed by resolution of Council.
 - b) Five (5) trustees of the public at large appointed by resolution of Council, all of whom shall be residents of the Village of Warburg and District.
4. Appointment of trustees shall be made at the Organizational Meeting of Council held in October of each year, or at such other time as Council may decide.
5. All trustees of the Board shall be appointed by resolution of the council for a one-year term. A member may serve three consecutive terms.
6. A trustee of the Board may resign at any time by giving written notice to the Municipal Administrator of the Village of Warburg, such resignation shall be effective at the date and time it is received by the Municipal C.A.O.
7. When a vacancy occurs on the Board, the Municipal Council shall make provisions to fill the vacancy for the balance of the incomplete term.
8. A member of the Board, who ceases to be a resident of the Village or District, shall be ineligible to remain a member of the Board.

9. All members of the Board shall serve at the pleasure of Council and may be removed from the Board by resolution of Council.

Responsibility of Member Appointed from Council:

10. The member of the Board appointed from Council shall provide effective and efficient communications between the Board and Council.

Committee Member Disqualification:

11. a) A member who is absent from three (3) consecutive meetings shall be disqualified from remaining a member of the Board.
b) A member is not disqualified under subsection 10 a) if the absence is authorized by a resolution of the Board passed prior to the end of the third meeting for which that member has been absent.

Proceedings:

12. All meetings of the Board shall be open to the general public.

Board Members:

13. The Municipal Library Board shall manage, regulate and control the municipal library.
14. The policies of the Municipal Library Board shall be governed by Parts 1 and 5 of "The Libraries Act" and Amendments and Regulation pertaining thereto.
15. Each Board member will have one vote. All members, including the Chairperson shall vote on all questions and in the event of a tie, the resolution is lost.
16. Members shall abstain from voting when there is an apparent conflict of interest. Members in conflict shall leave the room during the actual vote and discussion.
17. Neither the Board, nor any member thereof, shall have the power to pledge the credit of the Village in connection with any matters whatsoever, nor shall the said Board nor any member thereof, have any power to authorize any expenditure to be charged against the Village.
18. A Board member is a volunteer on the library's Board of Trustees, and thus represents the interests of the community, and is entrusted by the community to manage the library effectively.
19. The Board may appoint sub-committees to study and report on special phases of any matter within the scope and jurisdiction of the Board. Some sub-committees may be composed of citizens at large, provided that at least one member of the appointed Board is a member of the sub-committee..

20. The Library Board shall prepare and present an Annual Budget to Council before December 1, each year. Once a budget is approved, the Librarian shall have the authority to authorize and requisition expenditure of such sums as are provided for in the budget.
21. The Board shall submit an Annual Written Report of its prior year's operations to Council with the Annual Budget.

Resources and Advisors to the Board:

22. The Librarian shall act as a resource person and advisor to the Board, however, shall not be a member of the Board.

Effective Date:

23. By-laws #189/71, #78/06 and #109/11 are in this regard hereby rescinded.
24. This By-law shall come into effect on the date of the final passing thereof.

Read a first time this 11th day of April, A.D. 2011.

Read a second time this 11th day of April, A.D. 2011.

Read a third time and finally and unanimously passed this 11th day of April, A.D. 2011.

Mayor Dawson Kohl

Christine Pankewitz
Municipal Administrator