

## **Topic: Library Board By-laws**

### **1.18 Inaugural and First Board Meeting**

Board Motion Number: **23.029**  
Date of Original Board Motion Number: **October 22, 2007**  
Date of Current Issue: **May 23, 2023**  
Date of Next Review: **2027**  
Attachments: 1. Agenda for the Inaugural Meeting of the North Kawartha Public Library Board

Signature of Board Chairperson (and Date):

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The inaugural and first meeting of the North Kawartha Public Library Board shall be held at the beginning of each new term.

1. The CEO/Librarian shall call the inaugural and first meeting of the Board in each new term upon receipt of the confirmation of appointments from the Municipal Clerk and a by-law from the Township Council.
2. The CEO/Librarian shall contact all Board appointees as soon as possible to advise them of the date and time of the inaugural and first board meeting.
3. A board package will be prepared for each Board member.
4. After determining that all members present have the board package, the meeting is called to order.
5. The agenda will proceed as in Attachment 1. The meeting is initially chaired by the CEO/Librarian.

## **Attachment 1.**

### **Agenda for the Inaugural and First Regular Meeting of the North Kawartha Public Library Board**

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The Inaugural and First regular meeting of the North Kawartha Public Library Board will be held at (time) on (date) at the (location).

#### **Agenda (Inaugural Meeting)**

1. Call to Order (CEO/Librarian)
2. Introductions (CEO/Librarian)
  - a. Board members
  - b. Staff
3. Summary of Election Procedures (CEO/Librarian) (Provided in Board package)
4. Elections
  - a. Chairperson (Chair passes from CEO/Librarian to Chairperson)
  - b. Vice-Chairperson
  - c. Committee Memberships
5. Remarks of new Chairperson

(Chairperson then follows Standard Agenda for First Regular Meeting)