

**By-Law 2008-3 Chair of the Board – Terms of Reference
Elliot Lake Public Library Board**

As required by the Public Libraries Act, 1984, Ch. 57, Section 14 (3), the Elliot Lake Public Library Board shall elect one of its members as Chair at its first meeting in a new term.

The Chair of the Board shall:

- (1) preside at regular and special meetings of the Board;
- (2) conduct Board meetings in accordance with the *Public Libraries Act, R.S.O. 1990, Ch. P44*, other relevant legislation and with the rules of procedure as set out in By-Laws 2001-6, 2001-7, 2002-8, 2002-9 and 2002-10;
- (3) serve as an ex-officio member of all Board committees;
- (4) be an authorized signing officer of the Board;
- (5) be the official representative of the Board at any public or private meetings for the purpose of conducting or promoting Board business;
- (6) vote on any question on which there is an equality of votes, for and against, and the vote shall be negative;
- (7) advise the Vice-Chair if unable to perform these functions.

The Chair is elected for a four-year term of office to coincide with the term of the appointment of the Board. A Board member may be re-elected to consecutive terms as Chair. It is recommended that a Chair serve no more than two terms.

Approved: _____

Chair's signature: _____

Revised: Sept. 16/2010

Board motion #: 74/2010

No changes