



Taber Public Library Policy Manual

Board Policy: Board Meetings

PURPOSE:

Establish guidelines for how board meetings will be conducted.

POLICY:

Board meetings may be held once a month and no less than 4 times a calendar year.

GUIDELINES

1. Where extenuating circumstances arise and a Board resolution is required, the Board may, with the required signing of a waiver (see attached) by a minimum of five (5) Board Members, hold a special meetings at a time convenient to members of the Board.
2. All meetings will be open to the public.
3. Board meetings will be conducted using “Robert’s Rules of Order”.
4. A quorum shall consist of a simple majority of appointed board members.

Date of Approval:	October 12, 2004
Date Reviewed/Revised:	October 11, 2005 April 11, 2006 May 2008 May 11, 2010 May 8, 2012 April 9, 2013 September 8, 2015 June 13, 2017