 **CASSELMAN PUBLIC LIBRARY **

**764, BRÉBEUF St., P.O. Box 340**

**CASSELMAN, ON**

**K0A 1M0**

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| Policy Type: | Policies | Policy Number: | BL-06 |
| Policy Title: | Amendment of By-Laws | Initial Policy Approval Date:  March 21th, 2017 |  |
|  |  | Last Review/Revision Date: October 25th, 2021 |  |
|  |  | Year of Next Review: October 25th, 2026 |  |

**NOTE TO THE BOARD MEMBERS :  
FOR YOUR INFORMATION, THE BY-LAWS SUGGESTED BY SOLS IN THE ‘BL’ SECTION WHERE RE-WRITTEN IN SEPARATE BY-LAWS TO BETTER REFLECT OUR LIBRARY’S REQUIREMENTS; THEY ARE THUS SUBMITTED FOR YOUR UPDATE AND/OR APPROVAL.**

By-laws are the fundamental governing rules of the Library Board. The purpose of this by-law is to state the conditions under which by-laws are amended.

1. By-laws may be amended in response to legislation or when circumstances change.
2. At a Board meeting any member can propose a review or an amendment of a by-law.
3. All members of the Library Board will receive notice and draft of proposed changes prior to the next Board meeting at which a motion for amendment may be tabled.
4. A motion to add, amend or remove a by-law shall require a majority vote of a least two thirds of the members in order to be carried.

**Related documents:**  
Casselman Public Library Board. **BL 05 – Meetings of the Board Section 2 (6) a**