



---

### LIBRARY BUILDING COMMITTEE

---

EFFECTIVE DATE: January 24, 2023

RESOLUTION #: 26/2023

---

**PURPOSE:** The Library Building Committee will provide advice to Council on the development of a new library in Kaslo.

#### Mandate

The committee will review, provide advice and make recommendations on:

- Developing terms of reference for the Village and Library to work together on the project, including an ownership model and operating framework;
- Land acquisition, site planning & design;
- Identifying grant, partnership and fundraising opportunities;
- Communications;
- Public consultation;
- Financial planning, asset management and long-term sustainability of the project.

#### Reporting

The committee will report to Council at least annually.

#### Schedule

Meetings shall be held at the call of the Chair.

**MEMBERSHIP:** All appointments to voting positions must be made by resolution of Council.

#### Term

Appointments shall be for a 4 year term. Appointments may be rescinded at any time by Council and vacancies may be filled by Council resolution.

#### Composition

The voting members of the Committee shall be:

- The Mayor of Kaslo or their designate
- One member of Council
- 2 Kaslo & District Public Library trustees

Staff may attend meetings at the discretion of the CAO, to provide procedural or subject matter advice, but will not have voting rights.

#### Quorum

Quorum shall be 2 voting members (one must be from Council, one must be from the Library) of the Committee.

**RESOURCING:**

The Corporate Officer or their designate will ensure that meeting notices are posted, agenda packages are distributed, minutes are recorded, and meeting materials are available for public inspection.

The Executive Director of the Kaslo & District Public Library shall act as the recording secretary for the committee.

**PROCEDURE:**

The Mayor shall act as Chair of the committee. If the Mayor is not present, staff will call for a chair to be selected by the members present at the meeting.

Council may refer specific matters to the Committee at any time.

The provisions in the Council Procedures Bylaw regarding Committees will apply.