

Date: _____

To: Vaughan Public Library Board
900 Clark Avenue West
Vaughan, Ontario L4J 8C1Please be advised that I wish to address the Vaughan Public Library Board at its regular meeting on _____ at 7:30 p.m. with respect to:
(date of meeting)_____
(details of issue to be addressed)

Name: _____

Address: _____
Street Address City of Vaughan Postal Code

Telephone Number: _____

The following extract from the Vaughan Public Library Board's By-Law 1:96, Item 3.7, *Deputations*, should be noted:

"A deputant wishing to appear before the Board shall so advise the Chief Executive Officer prior to 4:30 p.m. one week before the meeting. The request to appear before the Board shall be in writing and shall state the nature of the matter to be presented and the name of the spokesperson. Forms shall be available at all branches and may be faxed to the Administration Office at (905) 709-1530. No person other than the designated spokesperson may speak on the matter and for not more than a total of five (5) minutes, except that a deputation consisting of more than five (5) persons may have more than one (1) speaker provided that the total speaking time does not exceed five (5) minutes.

A deputant not on the Agenda and not appearing in respect to a matter on the Agenda, shall not be heard without the consent of at least two-thirds of the Trustees present. A deputation in respect to a matter on the Agenda shall be heard at the time the matter is considered by the Board. Once discussion in respect of a motion or resolution has commenced, no further presentation shall be made by the deputant or by any person other than a Trustee, except at the discretion of the Chair."