

Date: _____

To: Vaughan Public Library Board
2191 Major Mackenzie Drive
Vaughan, Ontario L6A 4W2

Please be advised that I wish to address the Vaughan Public Library Board at its regular meeting on

_____ at 7:00 p.m. with respect to:

(date of meeting)

Name: _____

Address: _____
Full Street Address *Postal Code*

Email address: _____

The following extract from the Vaughan Public Library Board's By-Law 1:05, 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. 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."