REPORT TO: STRATFORD PUBLIC LIBRARY BOARD
MEETING DATE: DECEMBER 5, 2023
FROM: KRISTA ROBINSON, CEO | CHIEF LIBRARIAN
SUBJECT: SCHEDULE OF 2024 LIBRARY BOARD MEETINGS

Though the Public Library Act now requires only that "a board shall hold at least seven (7) regular meetings in each year," the Stratford Public Library Board By-Laws (LB 02) maintain that SPL will continue to hold ten (10) meetings annually. As a result, regular meetings cancelled due to weather, statutory holiday or lack of quorum need not be rescheduled, though the Board may opt to do so.

Starting in 2024, meetings will be scheduled for the second Tuesday of the month at 6:45pm with the exception of July and August. That being said, the Board may decide to change a regular meeting date for reasons deemed acceptable.

As stipulated in the Stratford Public Library By-Laws, "The Chair or any two members may summon a special meeting at any time with four days' notice. The Meeting's purpose must be stated in the notice and no other business will be transacted without the consent of a Board majority".

The following proposed schedule of meetings for 2024 aligns with the terms of the By-Laws. No exceptions are recommended.

Month	Date
January	Tuesday January 9
February	Tuesday February 13
March	Tuesday March 12
April	Tuesday April 9
May	Tuesday May 14
June	Tuesday June 11
July	No Meeting
August	No Meeting
September	Tuesday September 10
October	Tuesday October 8
November	Tuesday November 12
December	Tuesday December 10

Recommendation

THAT the Stratford Public Library Board review the drafted schedule of 2024 Library Board meetings for approval.