

Residents and community association representatives may attend and address the Board as a delegation (speaker) at any regular Board meeting.

Item 4.12 of the Markham Library Board By-laws address the process for appearing as a delegation. Email requests may be sent to mplboard@markham.library.on.ca

4.12 Delegations

In order to appear as a delegation the following conditions must be met:

- a. Requests to speak as a delegation may be received in person at the meeting and a 5 minute time limit will be allowed per delegation. Requests to present for a maximum of 15 minutes must be made in person, or by fax or e-mail at least one week prior to the date of the meeting. The request must include the issue(s) to be presented, naming the organization or interested parties to be represented.
- b. The Board reserves the right to request any additional information regarding a particular issue or association
- c. The Board will provide delegations with a maximum of 15 minutes to make a presentation, unless extended by Board motion.
- d. The Board reserves the right to limit the number of delegations per meeting.
- e. A delegation may not appear before the Board on the same issue a second time, unless approved by Board motion.
- f. Delegations may choose to remain for the balance of the public meeting, but may not speak to other agenda items.
- g. Through the CEO/Secretary-Treasurer, the Board will communicate its decision to the delegation in writing. The Board is not obligated to respond or make a decision at the time of the presentation.