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Election of the Chair and Vice Chair of the Board - Procedure

Electing the Chair of the Board

1. The City Librarian, Secretary of the Board, will call for nominations.
2. Nominations must be moved and seconded. Movers and seconders must be present at the meeting.
3. The City Librarian will ask each nominee if they are prepared to stand for election. The name of anyone not prepared to stand for election is dropped. A person who is not present at the meeting may be nominated but must provide written consent to the Secretary in advance of the meeting.
4. The City Librarian will ask if there are any further nominations. If there are none, the City Librarian will ask for the following motion:

That the Toronto Public Library Board:

1. *closes the nominations for the election of Chair of the Board.*

This motion must be moved, seconded and carried by a show of hands.

Acclamation

If there is only one nomination, the City Librarian will declare that person duly elected by acclamation.

Voting

1. If there are two or more nominations, the City Librarian will conduct the vote and voting will be by a show of hands. Each member may vote for one person, including themselves. The City Librarian will announce the number of votes cast for each candidate, in alphabetical order.
2. If there are two nominations, the City Librarian will declare the person with the highest number of votes elected. If the result is a tie, the City Librarian will reopen nominations and call for another vote. If there is still a tie, the Library Board Officer will oversee a random draw to decide the candidate elected.
3. If there are three or more nominations, the person with the lowest number of votes after the first ballot will be dropped from voting, and balloting will be repeated until a winner is declared.

Electing the Vice Chair of the Board

The newly elected Chair of the Board (if present), or the City Librarian (if the newly elected Chair is not present) will conduct the election for a Vice Chair in accordance with the procedures outlined above.