



Canadian Federation of Library Associations
Fédération canadienne des associations de bibliothèques

NOTICE TO MEMBERS: CFLA-FCAB 1ST ANNUAL GENERAL MEETING

10:30 AM EST Wednesday, February 1, Intercontinental Hotel, Kingsway Room (attached to the Metro Toronto Convention Centre), 225 Front Street West, Toronto (during OLA Super Conference), Toronto, Ontario. Registration to the OLA Super Conference is *not* required for attendance at the CFLA-FCAB AGM.

CFLA-FCAB GOVERNANCE

CFLA-FCAB governance is subject to the ***Canada Not-for-profit Corporations Act, S.C. 2009, c.C-32*** (the "Act") and CFLA-FCAB Bylaw Number One. Our Bylaws require a General Meeting (AGM) of Members to be convened on an annual basis.

The purpose of the AGM is to:

- report on the activities of the Federation;
- ask for ratification of resolutions requiring Membership support;
- elect directors for open positions on the CFLA-FCAB Board of Directors;
- present to the Members a compilation of the financial statements for the prior fiscal year; and
- allow Members to ratify the selection of a public accountant who will review CFLA-FCAB's 2017 financial statements.

The Act requires that the AGM be held within six months of the end of the completed fiscal year. CFLA-FCAB's last fiscal year was completed on August 31, 2016.

ATTENDANCE AT THE CFLA-FCAB AGM

Any interested member of the library community is welcome to attend the CFLA-FCAB AGM. However, only accredited representatives of member associations are eligible to vote. Members of the Federation (and the number of votes they are eligible to cast): include:

- Association des bibliothèques publiques du Québec (2 votes)
 - Atlantic Provinces Library Association (1 vote)
 - BC Library Trustees Association (1 vote)
 - British Columbia Library Association (2 votes)
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- Canadian Association of Professional Academic Librarians / l'Association canadienne des bibliothécaires académiques professionnels (CAPAL/ACBAP) (1 vote)
- Canadian Association of Research Libraries/ L'Association des bibliothèques de recherche du Canada (3 votes)
- Canadian Council of Archives/Conseil Canadian des archives (1 vote)
- Canadian Urban Libraries Council (CULC) / Conseil des Bibliothèques Urbaines du Canada (3 votes)
- Federation of Ontario Public Libraries (2 votes)
- l'Association des bibliothécaires du Québec - Quebec Library Association (1 vote)
- Library Association of Alberta (2 votes)
- Manitoba Library Association (1 vote)
- Newfoundland and Labrador Library Association (1 vote)
- Nova Scotia Library Association (1 vote)
- Ontario Library Association (3 votes)
- Saskatchewan Library Association (1 vote)
- Yukon Library Association, Northwest Territories Library Association, and Nunavut Library Association (1 shared vote)

Associations that join the Federation by January 31 will be eligible to cast one or more votes in accordance with the terms set out in the bylaws.

VOTING PROCESS

CFLA-FCAB members have three options they may follow when casting their ballots:

1. Vote in person at the annual general meeting.
2. Vote by poll/chat if joining online.
3. Assign their proxy vote to an individual who can attend the meeting.

For a vote to be recognized, the member association must inform Kevin Brennan (kbrennan@cfla-fcab.ca) who is authorized to cast the votes for that association by **January 27, 2017**. If an association is eligible to cast more than one vote, additional votes may be cast by the same person or by different people.

A vote by proxy may be assigned to any individual present at the meeting. If necessary, proxy rights may be assigned to Kevin Brennan. If you choose to do so, please provide

instructions regarding your desired vote. In the absence of such instructions, the vote will be recorded in favour of all resolutions referred to the membership.

MATTERS TO BE REFERRED TO THE MEMBERSHIP AT THE 2017 AGM

The following matters require a membership vote at the Annual General Meeting:

SELECTION OF PUBLIC ACCOUNTANT

Under the Act, CFLA-FCAB must provide its members with a completion of financial results for the fiscal year ending August 31, 2016. A full review was not required under the Act as no prior AGM had been held and the Members had not had the opportunity to appoint a Public Accountant. This compilation will be provided at the Annual General Meeting.

For the 2017 Fiscal Year, the Board requests that the Members ratify the selection of Clarke Henning, LLP, as public accountants for CFLA-FCAB. For FY 2017, the Act requires that a public accountant conduct a review of CFLA-FCAB's financial statements.

ELECTION OF THE PERMANENT BOARD OF DIRECTORS

The currently-serving Interim Board is to be replaced with a Board elected by the CFLA-FCAB Membership. As required in the Bylaws, half of the Members of the Board will be elected to a one-year term of office, and half will be elected to a two year term. In future years, half of the Board will be up for election at each Annual General Meeting.

7 seats on the CFLA-FCAB Board are to be held by representatives of multi-sector library associations operating in specific regions of Canada. They must be a Board Member or Executive Director of one of the nominating associations, or meet such other criteria as the Board may determine.

- Atlantic: Kathryn Rose, nominated by APLA, NSLA, and NLLA.
- Quebec: Robin Canuel, nominated by ABQLA.
- Ontario: Shelagh Paterson, nominated by OLA.
- Saskatchewan and Manitoba: Alix-Rae Stefanko, nominated by SLA and MLA.
- Alberta: Peter Bailey, nominated by LAA.
- British Columbia: Daphne Wood, nominated by BCLA.
- Northern Territories: John Mutford, nominated by NWTLA.

4 seats are to be held by representatives of CARL-ABRC, CULC, a francophone library association, and by a representative of Canadian Indigenous ancestry. The nominees for those positions are:

- Donna Bourne-Tyson, nominated by CARL.
- Paul Takala, nominated by CULC.
- Carole Laguë, nominated by ABPQ.
- Camille Callison, nominated by the CFLA-FCAB Nominations Committee.

BYLAW CHANGES

A change to CFLA-FCAB's bylaws would require ratification by the Members at the AGM. There are no recommended changes.