

TOWN OF LAFLECHE

BYLAW NO. 387-02

A BYLAW TO ESTABLISH A LAFLECHE AND DISTRICT COMMUNITY MUSEUM BOARD.

The Council of the Rural Municipality of Wood River No. 74 and the Town of Lafleche, in the Province of Saskatchewan, enacts as follows:

DEFINITIONS:

1. In this Bylaw, including this section:
 - a) "Board" means the museum board appointed pursuant to this Bylaw.
 - b) "Council" means the council of both the R.M. of Wood River No. 74 and the Town of Lafleche.
 - c) "Program" means those activities normally carried by a museum.

FUNCTION:

2. The function of the board shall be:
 - a) to collect, preserve, research, interpret and exhibit artifacts, photographs and documents.
 - b) to manage the museum programs of the community.

COMPOSITION OF THE BOARD:

3. The board shall consist of a minimum of 5 members, to be appointed by resolution of council, as recommended by the existing museum board.
4. The board shall appoint one board member as:
 - a) Chairperson.
 - b) Vice-Chairperson.
 - c) Secretary/Treasurer.
5. The seat of a member of the board who absents him/herself from three consecutive meetings, without authorization by resolution of the board, shall be declared vacant.
6. The seat of a member of the board shall become vacant upon the receipt of a written notice of resignation by the Secretary/Treasurer.
7. The Secretary/Treasurer shall bring to the attention of the councils at their next regular meeting any vacancies that might arise.
8. One half plus one appointed board members shall constitute a quorum.



MEETINGS:

9. The Board shall endeavor to meet a minimum of 3 times per year with additional meetings held at a designated time and place upon three full days notice given by the chairperson.
10. The Secretary/Treasurer of the board shall, at the request of the Chairperson or one third of the members, call a Special Meeting at a date specified in the request.
11. All meetings of the board shall be open to the public.
12. All members of the board present shall vote on each question.
13. The Chairperson shall preside at all meetings.
14. If the Chairperson should be unable to attend the meeting, the Vice-Chairperson shall preside.
15. All actions of the board shall be entered in the minute book, to be kept for that purpose by the Secretary/Treasurer and the presiding officer.
16. An annual meeting of the residents of the municipality and other interested person, shall be held by May 1st of each year.
17. At the annual meeting the Secretary/Treasurer of the board shall present, for approval, the audited financial report of the previous year, as well as an interim financial report of the current years operations.

POWERS AND DUTIES

18. The board shall establish annual goals and objectives.
19. The financial year of the board shall be the calendar year.
20. The board shall submit a copy of their assessment of the museum needs and their yearly goals and objectives to each council before March 1st of each year.
21. The board shall, before March 1st of each year prepare a budget.
22. The board shall, within the budgetary allotment, manage and initiate museum programs in the community.
23. The board shall submit a copy of all minutes to each Council.
24. The Secretary/Treasurer of the board shall, at yearend, ready the financial records for audit. The records shall be audited by the Town of Lafleche municipal auditor.



- 25. The Secretary/Treasurer of the board shall deposit funds to the credit of the board in a chartered bank or credit union and those funds shall be withdrawn only by cheque signed by the Secretary/Treasurer and counter signed by the Chairperson or Vice-Chairperson.
- 26. The board shall encourage and co-operate with organizations in the promotion of programs.

DUTIES OF COUNCIL

- 27. The Councils will approve and pay all basic utilities and building insurance (not contents) as they become due and payable in lieu of giving the Museum Board a yearly donation.

MUSEUM NAME

- 28. The official name of the museum shall be "Lafleche & District Museum".

REPEALED


- 29. Bylaw No. 301-93 is hereby repealed.

Read a third time and adopted this 12th day of September, 2002.

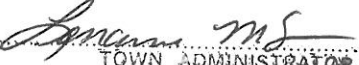




 Lorne Glassford, Mayor



 Lorraine McIvor, Administrator

CERTIFIED A TRUE COPY OF THE BYLAW
 ADOPTED BY RESOLUTION OF THE COUNCIL
 ON THE 12 DAY OF September
 A.D. 2002

 TOWN ADMINISTRATOR

