

**Category:** Governance  
**Policy Number:** 1-1b  
**Policy Name:** Summer Authority  
**Revision:** 1.0

**Purpose:**

The purpose of this policy is to ensure the continuity of the work of the Board during the summer months.

**Definitions:**

“Summer Business” means any decisions taken under authority of this policy.

**Policy:**

It is the policy of the Waterloo Public Library that:

1. The CEO, in consultation with the Chair or Vice Chair, is authorized to take whatever action is necessary to carry out the work of the library for the summer (July-August)
2. Summer business will be ratified by the Board at its meeting in September
3. Such authority does not supersede the calling of a special meeting of the Board if necessary.

**Document Revision Record:**

Revision Level	Revision Date	Change
1.0	March 13, 2014	Initial Release

**Approval:**

CEO	Board Chair	Date
..... Laurie Clarke	..... Helen Kaluzny	March 26, 2014