

<b>TITLE:</b> Meetings in the Absence of the Public		<b>POLICY:</b> B-2025	
<b>COMMITTEE:</b>	Internal	<b>PASSED:</b>	April 26, 2016
<b>TOPIC:</b>	Board Management/ Governance	<b>AMENDED:</b>	April 21, 2016
		<b>REVIEW PERIOD:</b>	Every 5 years

In accordance with the Libraries Act of Alberta, every meeting of the Board is open to the public.

However, meetings may be held in camera, in the absence of the public, to discuss any matter that:

- a) may result in disclosure of information protected under the Freedom of Information and Protection of Privacy Act of Alberta;
- b) as described in Section 18(1) of the Alberta Freedom of Information and Protection of Privacy Regulation (AR200/95) and/or;
- c) as determined by the Board of Trustees.

Such matters may include confidential and private issues, personal or business information pertaining to the Library, its employees or a third party.

A motion to move in camera must stipulate the grounds for moving in camera and whether the report or any part of the report is planned for public release. No motion shall be passed during an in camera meeting apart from the motion to revert to a public meeting.

Due to the confidential or privileged nature of all in camera meeting agenda items and supporting material, discussions and supporting material relating to in camera items shall remain strictly confidential, except in cases when the Board of Trustees determines that the information should be submitted to a public meeting of the Board of Trustees, when the Board of Trustees specifically authorizes its public release, or when legally required to release such information. A motion of the Board of Trustees is required if this information is to be provided to any persons other than to the Board of Trustees or to employees or agents of the Board of Trustees who require such information to carry out the duties of their job.

Related Information:

[Freedom of Information and Protection of Privacy Act of Alberta](#)  
[Alberta Freedom of Information and Protection of Privacy Regulation](#)  
[Libraries Act](#)