

MIDDLE COUNTRY PUBLIC LIBRARY

BY-LAWS

ARTICLE I

In accordance with the laws governing school district public libraries in New York State, and under the charter granted Selden-Centereach Public Library on January 28, 1960, (amended to read Middle Country Public Library, November 22, 1968), by the Regents Trustees, as an agent of the taxpayers, shall maintain library facilities in said district.

ARTICLE II

The Library shall maintain free library service to anyone who resides in, owns, rents or leases property within the library district.

Borrowers

Any qualified person within the District, who agrees to comply with all the rules and regulations, to pay all fines, to make good any loss or injury to library materials, and to give immediate notice of any change of address, shall be entitled to library privileges.

ARTICLE III

Officers of the Board shall be elected annually by the members of the Board at the regular monthly meeting in July, and shall be as follows: President, Vice-President.

The President shall conduct the meetings, make assignments, and be the official spokesman for the Board.

The Vice-President shall preside in the President's absence.

No Trustee may receive payment for goods or services. Trustees may be reimbursed for actual expenses necessarily incurred in performance of official library business.

No Trustee may serve for longer than two consecutive years in any one office.

ARTICLE IV

The authority of the Board is vested in the Board as an entity. The duties of the Board shall be to adopt such by-laws, rules and regulations for its own guidance and for the government of the library as may be necessary and in conformity with the law.

The Board shall hire a Director who shall be considered the executive and administrative officer of the Library under the direction and review of the Board. The Director shall be held responsible for the care of the buildings and equipment, for the employment and direction of the staff, for the efficiency of the Library's service to the public, for public relations, and for the operation of the Library under the financial conditions set forth in the annual budget. The Director shall keep exact amounts of all monies received from the fines and other sources and report the amounts to the Board at its regular meetings. The Director shall attend all Board meetings and act as Secretary to the Board.

ARTICLE V

1. Regular meetings shall be held on the 3rd Wednesday of each calendar month, at the Main Library, 101 Eastwood Blvd., Centereach, New York 11720, at 6:30 P.M., or at a time and place as the Board may determine.

2. Special meetings may be called by the President, or at the call of any three members of the Board.

3. Three members shall constitute a quorum.

4. Special committees may be established by the President of the Board of Trustees as required.

5. Robert's Rules of Order shall govern all proceedings of the Board of Trustees.

6. The order of business at the regular meetings shall be as follows:

Call to order.

Approval of minutes of previous meeting.

Correspondence.

Questions and petitions from the qualified public present.

Reports

a) Report of the Director.

b) Reports of Committees.

c) Treasurer's Report.

Approval of Bills.

Approval of Personnel Changes.

Old Business.

New Business

Adjournment.

7. As authorized by Chapter 314, New York State Not-For-Profit Corporation Law, one or more members of the Library Board or any committee thereof may participate in a meeting by means of a conference telephone or similar communications equipment allowing all persons

participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at a meeting.

ARTICLE VI

Amendments

These by-laws may be amended at any regular meeting at which a quorum is present, by unanimous vote of the members present. They may be amended, also, by a majority vote at a regular meeting, provided notice of the proposed amendment and of the language thereof, has been given at the last preceding regular meeting.

Adopted September 20, 1978 by the Board of Trustees of the Middle Country Public Library

Revised June 20, 1984 by the Board of Trustees of the Middle Country Public Library

Revised October 20, 1993 by the Board of Trustees of the Middle Country Public Library

Revised November 17, 1993 by the Board of Trustees of the Middle Country Public Library