

BY-LAWS OF
THE BOARD OF TRUSTEES

PREAMBLE

The Elmont Public Library is a school district public library established pursuant to the Education Law of the State of New York. The Board of Trustees of the Elmont Public Library operates by authority of, in accordance with, and pursuant to Charter No. 5891 granted to the Elmont Union Free School District by the Board of Regents of the State of New York, all and any subsequent Charter Amendments, and the Laws and the Rules and Regulations of the State of New York.

ARTICLE 1

Section 1. a. The Board of Trustees shall elect one of its members to serve as President and another to serve as Vice President.

b. The President and Vice President shall assume their respective offices as of the date of their election and their term shall continue until the end of the fiscal year for which they were elected to serve (or beyond the fiscal year), until such time as another member of the Board were to be elected to the office or the individual serving as President or Vice President were re-elected.

c. The annual elections of officers shall take place at the regular July business meeting.

Section 2. a. The President shall have the duty and right of presiding at all Board meetings, appointing all committees, insuring certification of all bills and warrants approved for payment by the Board, authorizing the sending of notice for any special meetings and generally performing the duties of a presiding officer.

b. The Vice President shall assume the duties and rights of the office of the President during the absence of the President.

Section 3. The Board shall have a Secretary which shall be the Library Director unless the Board otherwise dictates.

Section 4. a. The Board shall appoint the Library Treasurer who may be salaried.

b. The Library Treasurer and Accountant shall be responsible for the care and custody of all Library funds and for all official financial records of the Library and shall keep an accurate account of the Library funds, of all payments and disbursements therefrom, and shall provide the Board with such financial reports as it may from time to time require

Section 5. The authority of each Board member is limited to the extent that no member or members shall act for, or on behalf of, the Board without the express authorization of the Board of Trustees.

Section 6. In the event, any Trustee should resign, or cease to become a qualified voter of the Elmont Union Free School District, or in the event of death, his office shall be declared vacant. Such a vacancy may be filled by the majority vote of the current members of the Board until the next regular election.

ARTICLE 11

Section 1. a. Regular monthly meetings of the Board of Trustees shall be held on the fourth Thursday of each month at 7:30 p.m.
b. The July meeting shall be the annual meeting.

Section 2. Other meetings may be called by the Chairperson or as provided by the Education Law of the State of New York.

Section 3. A quorum shall consist of a majority of the current Board. For the purpose of this paragraph, the current Board is defined as the authorized number of members less any vacancies, as defined in Article I, Section 6 of these By-Laws.

Section 4. Notices shall be sent as required by law.

ARTICLE 111

There shall be no standing committees of the Board. Special committees for the study or consideration of designated topics may be appointed by the President, such committees to serve until the completion of the work for which they were appointed.

ARTICLE IV

Rules for the operation of the Library shall be made for the convenience and in the best interests of the public (residents of the Elmont Union Free School District, Town of Hempstead) and in accordance with the laws of the State of New York.

ARTICLE V

Section 1. These By-Laws may be amended at any regular or special meetings of the Board by a majority of the Board, provided that specific notice of any proposed change shall have been given in writing to all members prior to the date of meeting; or by unanimous vote of all Trustees in the absence of such a prior notice.

ARTICLE VI

Section 1. Robert's Rules of Order, revised, shall be the authority for all questions involving parliamentary procedure.

Section 2. The Board of Trustees may establish a Meeting Agenda, which they may, from time to time, amend, or dispense with.

Approved and adopted as
Amended 11/16/79
Revised 3/27/2000

MISSION STATEMENT

To serve the needs of our changing community by providing the opportunity for learning, recreation and personal growth in a fiscally sound and responsible manner. This is to be accomplished by maximizing the traditional expertise of professional librarians with advances in technology such as those encompassed by the concept of the "Electronic Doorway Library".