

## Barker Public Library

### Bylaws

#### **Mission Statement**

To inspire, empower, educate and support our community.

#### **Preamble**

The Barker Free Library was established in March of 1938.

The Board of Trustees (hereafter designated as the “Board”) of The Barker Public Library, a corporation created under a charter granted under Section 253 of the New York State Education Law by the Board of Regents (or Secretary of State) of the State of New York, dated, April 29, 2014, shall be governed by the laws of New York State, the regulations of the Commissioner of Education and by the following bylaws.

#### **Vision Statement**

To provide free and equal access to varied resources while celebrating creativity and promoting a vibrant community.

### **Bylaws**

The name of the organization shall be the Barker Public Library. The purpose of the organization is to provide superior library service to the residents of the Barker Central School District.

The **fiscal year** of the library shall be the calendar year.

#### **Board of Trustees**

The library shall be governed by a Board of Trustees. The Board shall consist of five (5) (effective 6/1/2022) members, elected for five (5) years each. Trustees must be residents of the Barker Central School District.

- An election will be held for qualified candidates who have acquired 25 signatures on a candidate’s petition.

- The election will be held in the library with the assistance of the NYS Board of Elections or in conjunction with the Barker Central School Board election and budget vote held on the third Tuesday of May at Barker Central School.
- The official term of office shall begin on the first day of July and end on the last day of June.
- Absence from three consecutive meetings shall constitute automatic dismissal from the Board unless the Board defers this dismissal by majority vote. The Board President shall inform said Trustee in writing of this dismissal/deferment by the Board.
- No member shall serve more than two consecutive five-year terms.
- Any vacancy shall be filled by a special election by the remaining members of the Board for the remainder of that term.
- Each Trustee will have one vote and must be present at the meeting to have the vote counted. A majority of the Board, including vacancies, is required for any motion to pass.
- As provided in Education Law 226; subdivision 8, the Board may remove a Trustee for misconduct, incapacity, neglect of duty, or refusal to carry out the library's purpose.
- No Board member may act on behalf of the Board in any matter without prior approval of the Board or command the services of a library employee.

## **Officers**

- The officers of the Board shall consist of; President, Vice President, and Secretary to be elected by the Board of Trustees at the annual meeting for the term of one year.
- Officer duties
  1. President  
Shall preside over meetings, authorize calls for any special meetings, appoint all committees, execute any documents approved by the Board, as well as other various duties associated with the office of President.
  2. Vice President  
Shall carry out the duties of the President in their absence or vacancy of office.
  3. Secretary  
Shall keep a true and accurate record of all meetings of the Board as well as providing notice of all meetings and other duties usually associated with the office.
  4. Treasurer  
The Treasurer shall be independent and not a member of the Board. The duties include disbursement officer as well as keeping all financial records. The Treasurer will provide regular reports to the Board and will disburse payment upon approval of the Board.

## **Director**

The Director shall be appointed by the Board and shall be the Chief Executive Officer and shall have charge of the administration of the Library under the direction and review of the Board of Trustees. More specific duties will be found in the Personnel Policy.

## **Committees**

Committees are appointed as needed by the President. All committees are to report their findings to the Board. Committees are not authorized to take action.

## **Meetings**

- The Board of Trustees will meet Bi-monthly on the second Monday at six o'clock PM at the Barker Public Library.
- The President may call other meetings as deemed necessary.
- All meetings will be publicly announced.
- The annual meeting will be held on the second Monday of that month.
- All meetings are subject to the Open Meetings Law.
- A simple majority of the Board (including vacancies) shall constitute a quorum. A quorum is required to conduct business and a new meeting will be scheduled if a quorum is not present.
- Order of Business
  1. Call to Order
  2. Public comment
  3. Minutes from previous meeting
  4. Treasurer's report
  5. Director's report
  6. President's report
  7. Old Business
    - Any committee reports
  8. New Business
  9. Adjournment

## **Amendments**

Amendments to these Bylaws may be proposed at any regular meeting and voted upon at the following meeting. Any member absent from the meeting at which amendment was proposed shall be sent a written copy of the proposed amendment.

These Bylaws are to be reviewed every five years.

Revised September 18, 1989

Amended January 15, 1990

Amended January 21, 1991

Revised October 29, 1996

Reviewed October 2001

Amended May 3, 2004

Revised February 9, 2005

Revised January 18, 2012

Revised September 9, 2019

Revised May 10, 2021

Revised November 8, 2021

Revised March 21, 2022