

LINWOOD COMMUNITY LIBRARY DISTRICT NO. 1

BOARD OF DIRECTORS

BYLAWS

ARTICLE I

This organization shall be called "The Board of Trustees of the Linwood Community Library District No.1", existing by virtue of the provisions of KSA 12-1238, with powers and duties as provided in KSA 12-1242 and KSA 12-1245 of the laws of the State of Kansas. The Board will consist of seven members elected to four year terms as provided in KSA 12-1241.

ARTICLE II

The officers of this Board shall consist of a Chairperson, a Vice Chairperson, a Secretary, a Treasurer and Vice-Treasurer, whose duties shall be those usually pertaining to these offices. They shall be elected at the first Board meeting following the Annual Meeting and hold their offices until the next Annual Meeting or until their successors are elected.

ARTICLE III

The Annual Meeting shall be held on the first Tuesday of March of each year at 7:30 P.M., as provided in KSA 12-1239, and notice of said Annual Meeting shall be given as provided in KSA 12-1240.

ARTICLE IV

The regular meetings shall be held monthly on the fourth Tuesday of each month at 6:30 P.M., unless otherwise ordered by the Board. Special meetings may be called by the Chairperson of the Board, and shall be called by the Chairperson upon the written request of a majority of the Board members. Written notice stating the time and place of any special meeting and the purpose for which called shall, unless waived, be given each member of the Board at least two (2) days in advance of such meeting, and no business other than that stated in the notice shall be transacted at such special meeting.

ARTICLE V

Four (4) members shall constitute a quorum for the transaction of business. In the absence of the Chairperson and the Vice Chairperson of the Board, the members present shall elect a temporary Chairperson.

ARTICLE VI

At the first regular meeting following the Annual Meeting, the following standing committees shall be appointed by the Chairperson and confirmed by the Board:

Finance Committee

Building and Equipment Committee

Personnel & Policy Committee

Each committee shall consist of at least three (3) members, and they shall hold their offices until the next Annual Meeting or until their successors are appointed. Their duties shall be such as usually pertain to their respective titles. There shall also be such special committees as may be required. They shall be appointed by the Chairperson, unless otherwise ordered, and shall perform such duties as may be assigned to them by motion or resolution adoption.

ARTICLE VII

The Board has the responsibility of making and directing the policy of the library, in accordance at all times with the Statutes of the State of Kansas. Its responsibilities include promotion of library interests, securing of adequate funds to carry on the work satisfactorily, and the administration and control of library funds, property and equipment.

ARTICLE VIII

The Board shall select a Library Director who shall be the administrative officer under the direction and review of the Board. The Director shall be responsible for the employment and direction of the staff in accordance with the policies as adopted by the Board for the

efficiency of the library's service to the public, for the operation of the library under the financial conditions set forth in the Annual Budget, and for such responsibilities as are delegated to them by the Board of Trustees. The Director shall attend all regular and special Board meetings.

ARTICLE IX

These by-laws may be repealed, amended, or revised at any regular meeting of the Board by a majority of those present, providing, however, that such proposed repeal, amendment or revision shall first be submitted in writing at a regular meeting of the Board and sent to those members not present. Such proposal shall not be acted upon prior to a subsequent regular meeting of the Board, and notice of intended repeal, amendment or revision shall be included in the notice of such meeting.

DEFINITIONS

Board of Trustees (Board) the Board shall consist of a Chairperson, a Vice Chairperson, a Secretary, a Treasurer and Vice-Treasurer, whose duties shall be those usually pertaining to these offices

Library Director (Director) The Director shall be the administrator under the direction and review of the Board

Friends of the Library (Friends) is a formal association of people who plan and execute, in conjunction with the goals of the Board and staff, programs and events to benefit the library. In particular, the Friends are involved in fundraising for the library and oversee periodic book sales. The Friends serve at the pleasure of the Library Board. Though the Friends have their own, separate officers and set of bylaws, a liaison from the Library Board will serve as an ex-officio member of the Friends.

Adopted: 2/17/81

Amended: 1/26/98, 4/23/02, 3/26/13, 5/27/14, 12/18/18, 02/26/2019, 3/26/2025