

ORLEANS PUBLIC LIBRARY BY-LAWS

ARTICLE 1 NAME

1. The Orleans Public Library exists by virtue of the provisions in the Charter granted by the Regents of the University of the State of New York, Registered June 20th, 1941. Amended on 9-29-1946, 11-30-51, 10-26-56, 9-29-61 and 2-24-67. The Absolute Charter was granted 12-17-1971.

ARTICLE 2 MANAGEMENT

1. The business and affairs of the Orleans Public Library shall be managed and conducted by the Board of Trustees, which shall be five in number.
2. Tenure of the members shall be one 5 year term with renewal at the discretion of the Board.
3. Vacancies which occur for reasons other than expiration of term shall be filled for the balance of unexpired term by the Board of Trustees.

ARTICLE 2 MANAGEMENT – ADDENDUM

1. The Board of Trustees shall be a minimum of five members. 6-19-2019

ARTICLE 3 OFFICERS

1. The Officers of the Board of Trustees shall be elected at the first meeting of the new year, and shall be President, and Vice-President. The librarian acts as secretary and treasurer. All offices are elected by the Board of Trustees.
2. The President shall preside at all meetings of the Board of Trustees and generally perform all duties associated with that office.
3. The Vice-President, in the event of absence or disability of the President or a vacancy of that office, shall assume and perform the duties and functions of the President.
4. The secretary shall keep an accurate record of all meetings and shall issue notice of all regular and special meetings.
5. The Treasurer shall perform such duties that are associated with that office.

ARTICLE 4 MEETINGS

1. Regular meetings shall be held once each month, a minimum of eight annually. All trustees will be notified one week prior to the regular meeting.
2. A quorum for transaction of business at any one meeting shall consist of a majority of the Board.

ARTICLE 5 THE LIBRARIAN

1. The Board shall appoint a qualified Librarian who shall be the executive and administrative officer of the library on behalf of the Board.
2. The Librarian shall have authority to appoint part-time employees with prior approval of the Board provided that such appointment are reported at the next regular board meeting.

3. The Librarian is responsible for the proper direction and supervision of the staff. The Librarian is also responsible for the adequate and proper selection of books and materials for efficient service to the public and for operation within the budget appropriation.
4. The Librarian shall act as secretary to the Board of Trustees and also treasurer, to perform duties within said office.

ARTICLE 6

1. The Board of Trustees may amend these by-laws by a majority vote of all members.