

SOMERS PUBLIC LIBRARY SOMERS, CONNECTICUT

BY-LAWS

The Board of Trustees of the Somers Public Library shall consist of nine members who shall be elected for terms of six years. At each regular town election there shall be elected a sufficient number of members to maintain its members at nine.

1. Regular meetings shall be held on the first Monday of each month, except July and August. If the first Monday of the month is a legal holiday, the meeting shall be held on the second Monday of the month. The regularly scheduled meeting for the month of November during which town elections are held shall be held on either the first Monday or any subsequent day when so voted by the Board.
2. Special meetings shall be held at any time at the call of the Chairman, provided that the Town Clerk is notified twenty-four hours in advance of such special meeting.
3. Each member shall attend a minimum of 70% of all meetings annually. Members who are unable to do so, under ordinary circumstances, shall be asked to submit their resignations to the Chairman.
4. A quorum at any meeting shall consist of a majority of the existing Board.
5. The officers of the Board shall be a Chairman, a Secretary and a Treasurer. They shall be elected at the first regular meeting following the town elections and shall hold office for a term of two years.
6. The Chairman shall preside at all meetings, appoint all committees, serve as an ex-officio member of all committees, authorize calls for special meetings and generally perform the duties associated with that office.
 - a. The Chairman may appoint committees of one or more members each for such specific purposes as the business of the board may require. All committees shall make progress reports to the Library Board at each meeting. To be valid, actions recommended by the committee(s) require a vote of the Library Board at a scheduled meeting.
 - b. The Town Clerk must be notified twenty-four hours in advance of committee meetings. The Secretary shall keep a true and accurate account of the proceedings of the meetings. The Treasurer shall be responsible for all financial matters pertaining to the Board.
7. The order of business at all regular meetings of the Board shall be:
 - Audience to citizens
 - Disposition of minutes of the previous meeting
 - Treasurer's report
 - Correspondence
 - Review of bills for payment
 - Old business
 - Library Director's report
 - New Business
 - Second audience to citizens
 - And any other business that needs to come before the Board.
8. Robert's Rules of Order shall govern in the parliamentary procedure of the Board.
9. The Board shall appoint a Library Director who shall be considered the administrative officer of the library under the review and direction of the Board.
10. The library policies shall be reviewed periodically by the Board.
11. Amendments to these by-laws may be proposed at any regular meeting, but shall become effective only after a majority vote at a subsequent meeting.

Reviewed and approved by the Library Board of the Somers Public Library April 6, 1981

Revised Oct. 1, 2001

Revised February 7, 2005

Revised February 7, 2011