

BYLAWS OF THE GERING PUBLIC LIBRARY BOARD

Meetings

Regular meetings of the Gering Public Library Board shall be determined annually at the January meeting after the election of officers. Notice of the meeting will appear in the City of Gering official newspaper. The budget, policies, and bylaws will be reviewed each year.

Board Members

Five board members are appointed by the City Council and will serve no more than two consecutive terms of three (3) years each. After one (1) or more year's absence from the Board, said members may be reappointed and may serve again. Appointment to fill an unfilled term does not constitute a term.

Officers

The officers of the Governing Board will be elected at the January meeting of the Board and will be as follows: President, Vice President, and Secretary.

The President or Vice President of the Board will preside at all meetings, authorize calls for special meetings, and generally perform the duties of presiding officer.

The Secretary will keep a true and accurate account of all proceedings of the Board meetings; will cause notice of all meetings to be published; will have custody of the minutes and other records of the Board; will have the agenda available at all times at the library; and will notify the appointing body of any vacancies on the Board.

Quorum

A quorum for the transaction of business will consist of three (3) Board members.

Library Director

The Library Director will be considered the executive officer of the Board and will have sole charge of the administration of the library under the direction and review of the Board. The Library Director will see that the building and equipment are properly cared for and be responsible for the employment and direction of the staff for the efficiency of the library's service to the public, and for the operation of the library under financial conditions set forth in the budget. The Library Director or a representative will attend all Board meetings.

Order of Business

The order of business at the regular meeting will be as follows:

1. Call to order
2. Public Comments (Board reserves the right to limit the length of time a citizen may speak)
3. Approval of minutes as written

4. Reading and approval of financial and statistical reports
5. Approval of the bills
6. Library Director's report
7. Unfinished business
8. New business
9. Adjournment

Amendments

These bylaws may be amended at any regular meeting of the Board with a quorum present by a unanimous vote of the members present, provided the amendment was stated in the agenda of the meeting.