

## BY-LAWS OF THE SOLVAY PUBLIC LIBRARY

### Article I - Name

The name of this organization is to be the SOLVAY PUBLIC LIBRARY (SPL).

### Article II - Purposes

- A. The purpose of this organization will be to promote the literacy and availability of the printed and electronic word to citizens of the Village of Solvay and Onondaga County and to thereby promote the welfare of those who would avail themselves of the SPL's services.
- B. This organization is organized exclusively for charitable and educational purposes, including for such purposes, the making of distributions to organizations under Section 501 (c)(3) of the Internal Revenue Code (or the corresponding section of any future Federal tax code).
- C. No part of the net earnings of the SPL shall inure to the benefit of or be distributed to its members, trustees, directors, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501 (c)(3) purposes. No substantial part of the activities of this organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of, or in opposition to, any candidate for public office.

Notwithstanding any other provisions of these articles, the SPL shall not carry on any other activities not permitted to be carried on (a) by a organization exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code (or corresponding section of any future Federal tax code) or (b) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code (or corresponding section of any future Federal tax code).

- D. Upon dissolution of this entity, assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code, or corresponding section of any future Federal tax code, or shall be distributed to the Federal government, or to a State or local government, for a public purpose.

### Article III - Tenure of Office of Trustees:

The term of office for a trustee shall be 5 years, and a trustee may be reappointed to successive terms.

### Article IV - Officers:

- A. The officers of the Board shall be President, Vice-President, Secretary and Comptroller.
- B. A nominating committee shall be appointed by the President prior to the end of the library year at the December meeting of the Library Board.
- C. Officers shall be elected at the first regular meeting of the Library Board in January of each year by a majority vote of the Board.
- D. All officers shall have the usual powers associated with their office in accordance with the bylaws of the Board of Trustee and those specified by the appropriate provisions of the Education Law of New York State.

### Article V - Meetings

- E. Regular meetings shall be held each month, at dates and times to be established by the Board at the beginning of the library year and shall be open to the public except when individual personnel and/or executive sessions of the board dealing with legal or personnel matters, are being discussed.(Currently, the regular board meetings are on the second Monday of each month, 7:00 p.m., at the library.)
- F. Special meetings shall be held at the call of the President or any three trustees.
- G. A majority of the designated number of Board shall constitute a quorum.
- H. The order of business shall be as follows:
  - 1. Roll call;
  - 2. Review of minutes of previous meeting
  - 3. Village of Town Liaison Reports
  - 4. Report of the Director
  - 5. Committee reports

6. Nominations and elections, if any;
  7. Unfinished business
  8. New business
  9. Adjournment
- I. Vacancies among the officers shall be filled at an election at a regular meeting, and a majority vote of the Trustees present shall be necessary to an election.

#### Article VI - Committees

- A. The President of the Board shall appoint all committee members.
- B. Ad hoc committees may be appointed by the President (sic) (text missing) approval of the Board. Non-board members may be appointed to such committees to bring special capabilities for the resolution of problems confronting the committee.
- C. All committee actions are subject to approval by a majority of the Board.

#### Article VII - Library Director

- A. The Board shall appoint a qualified library director who shall be the executive and administrative officer of the library.
- B. The Director reports directly to the Board of Trustees and shall be held responsible for the proper performance of duties as noted in the job description provided by the Board. Further, the Director is responsible for implementing the policies and procedures established by the Board.
- C. It shall be the duty of the Director to attend all regular and special meetings of the Board, including budget meetings, or public meetings where action may be taken affecting the interests of the Library. The Director has the right to speak on all matters under discussion at public Board meetings, but shall not have the right to vote thereon.

#### Article VIII - Amendments

- A. These Bylaws may be repealed or amended by a majority vote of the whole Board at a regular meeting. Such action may be taken, however, only after the substance of the proposed repeal, amendment or addition has been presented to the board either orally or in writing at a prior regular or special meeting, and notice thereof has been given in advance as to which meeting the proposed changes or amendments will be

considered.

*Approved by Solvay Public Library Board of Trustees at a public meeting on September 9<sup>th</sup>, 2002.  
Certified copy on file.*