

Chambers County Library Advisory Board By-Laws

Article I Name

The name of this board shall be the Chambers County Library Advisory Board.

Article II Object

The object of this board shall be to advise the county in policies relating to library service.

Article III Membership

Section 1. The Commissioners' Court shall appoint Library Advisory Board members with the approval of the County Judge. Four members shall be appointed during odd-numbered years and three members shall be appointed during even-numbered years.

Section 2. Library Advisory Board members may not serve more than three full consecutive two-year terms.

Section 3. Any Board member who misses three consecutive regular meetings without valid reason shall be deemed no longer interested in serving, and the Board shall ask the County Judge to appoint a new member to fill the vacancy.

Article IV Officers

Section 1. Officers of the Library Advisory Board shall be chosen at any regular or special meeting when a vacancy occurs and shall be as follows: Chair and Secretary.

Section 2. The Chair of the Library Advisory Board shall preside at all meetings, appoint all committees, authorize calls for any special meetings, and generally perform the duties of a presiding officer. In the absence of the Chair from a Board meeting, the Secretary shall preside.

Section 3. The Secretary of the Board shall keep a true and accurate account of all proceedings. The Secretary shall notify the County Judge of any vacancies on the Board and transmit the Board's recommendation for appointment.

Article V Committees

Special committees for the study and investigation of special problems may be appointed by the Chair, such committees to serve until the completion of the work for which they were appointed.

Article VI Meetings

Section 1. The Advisory Board will meet quarterly, on the 2nd Tuesday of February, May, August, and November, at a time convenient to the Board members, and at a place designated by the Chair.

Section 2. Special meetings may be called by the Chair, or upon the request of three members for the transaction of business stated in the call for the meetings.

Section 3. Notices of all regular meetings shall be mailed by the County Librarian to all members at least seven days before the meeting.

Article VII Quorum

A quorum for the transaction of business shall consist of four members of the Library Advisory Board.

Article VIII: Order of Business

The order of business at the regular meetings shall be as follows:

| | |
|-----------------------|---------------------|
| Call to order | Unfinished business |
| Approval of minutes | New business |
| Reports of committees | Librarian's report |
| Communications | Adjournment |

Article IX Amendments

These by-laws may be amended at any regular meeting of the Board at which four members or more are present, by not less than four affirmative votes, provided the amendment was presented and discussed at the previous meeting and then voted on at the next regular meeting.

Amended, May, 2003