

**SIDNEY MEMORIAL PUBLIC LIBRARY
BOARD OF TRUSTEES - BYLAWS**

ARTICLE I - NAME

1. This corporation is and shall be known as the Sidney Memorial Public Library existing by virtue of the provisions in the Absolute Charter Number 4934 granted by the Regents of the University of the State of New York on October 16, 1942, and exercising the powers and authority and assuming the responsibilities delegated to it under the said charter.

ARTICLE II - MANAGEMENT

1. The business and affairs of the Sidney Memorial Public Library shall be managed and conducted by a Board of Trustees that shall **be 5-15 in number** who shall be residents of and duly elected by the Central School District No.1 Towns of Sidney, Franklin, and Masonville, Delaware County; Unadilla, Otsego County; and Guilford, Chenango County, for a term of five years.

2. The term of members of the Board of Trustees shall expire with the official school year of the fifth year following appointment unless the trustee shall have resigned or otherwise terminated membership on the board. Members of the board shall be limited to two consecutive five-year terms. Following an interim of at least one year, a former trustee may again be appointed or elected to the board.

3. The board may appoint a replacement to fill a vacancy on the board which occurs for reasons other than expiration of term, provided that the person so appointed shall hold office until the next annual election of trustees. Any trustee who shall fail to attend three consecutive regular meetings of the board without excuse accepted as satisfactory by the trustees shall be deemed to have resigned as a trustee, and the vacancy shall be considered at the next regular meeting and filled at the earliest convenience. A majority vote of the remaining trustees shall be necessary to fill a vacancy.

ARTICLE III - OFFICERS

1. The officers of the Board of Trustees shall be elected at the first regular meeting each fiscal year and they shall be a President, a Vice President and a Secretary elected from among the Board of Trustees. A Treasurer of the library shall be appointed by the Board of Trustees and may not be one of its members.

2. Officers shall serve a term of one year from the meeting at which they are elected and until their successors are duly elected. Tenure of the President of the board shall be at the discretion of the board.

3. The President shall preside at all meetings of the board, authorize calls for special meetings, execute all documents authorized by the board and generally perform all duties associated with that office.

4. The Vice President, in the event of the absence or disability of the President, or of a vacancy in that office, shall assume and perform the duties and functions of the President.

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5. The Secretary shall keep a true and accurate record of all meetings of the board, and shall perform such other duties as are generally associated with that office.

6. The Treasurer of the library shall co-sign all checks and shall perform such duties as are generally associated with that office.

ARTICLE IV - MEETINGS

1. The regular meetings shall be held the second Tuesday of each month at 4:30 p.m. in the library. Written notice thereof shall be sent to all trustees by the Library Director at least one week prior to such regular meeting.

2. Special meetings may be called by the Secretary at the direction of the President, or at the request of at least one third of the trustees, for the transaction of business as stated in the call for the special meeting.

3. A quorum for the transaction of business at any meeting shall consist of a majority of the entire board who shall be present in person. In the absence of a quorum, the trustees present may adjourn the meeting to a date determined, and written notice thereof sent to all trustees.

4. The order of business for regular meetings shall include, but not be limited to, the following items which shall be covered in the sequence shown as far as consequences will permit:

- Roll Call of Members
- Disposition of Minutes of Previous Meeting
- Correspondence
- Public Comment from the Floor
- Personnel
- Financial Reports: Gifts
- Receipts
- Standards
- Disbursements
- Board Claims
- Building and Grounds
- Old Business
- New Business
- Other
- Executive Session
- Adjournment

ARTICLE V - LIBRARY DIRECTOR

1. The board shall appoint a qualified Library Director or Librarian who shall be the executive and administrative officer of the library on behalf of the board and under its review and direction.

2. It shall be the duty of the Library Director to attend meetings of the board, including budget meetings, or public meetings where action may be taken affecting the interests of the library. The Library Director shall have

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the right to speak on all matters under discussion at board meetings, but shall not have the right to vote thereon.

3. The Library Director shall recommend to the board the appointment and specify the duties of the library employees. No appointments, promotions, or dismissals shall be made without this recommendation.

4. The Library Director shall appoint part-time or temporary employees without prior approval of the board provided that such appointments are reported at the next regular board meeting.

5. The Library Director shall assist the board in any collective bargaining negotiations with representatives of employees if so recognized by the board and shall recommend the form and substance of agreement for action by the board.

6. The Library Director is responsible for the proper direction and supervision of the staff, for the care and maintenance of library property, for an adequate and proper selection of books in keeping with the stated policy of the board, for the efficiency of service to the public, and for the operation within the budgeted appropriation.

ARTICLE VI - PURPOSE

The Sidney Memorial Public Library Board of Trustees seeks to:

1. provide recreational, informational and educational services to all adults and children

2. develop broad community awareness of the library and its services

3. supplement the materials and/or services of other area libraries

4. provide convenient hours and points of access and appropriate library services for all community residents

5. encourage use of appropriate services by population subgroups not now served

6. provide custodial care of the building, grounds and contents of the Sidney Memorial Public Library

Notwithstanding any other provision of these articles, the corporation is organized exclusively for one or more of the following purposes: religious, charitable, scientific, testing for public safety, literary, or educational purposes, or to foster national or international amateur sports competition (but only if no part of its activities involve the providing of facilities or equipment) or for the prevention of cruelty to children or animals as specified in section 501(c)(3) of the Internal Revenue Code of 1954, and shall not carry on any activities not permitted to be carried on by a corporation exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954.

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ARTICLE VII - EARNINGS

1. No part of the net earnings of the corporation shall inure to the benefit of any member, trustee, director, officer of the corporation, or any private individual (except that reasonable compensation may be paid for services

rendered to or for the corporation), and no member, trustee, officer shall be entitled to share in the distribution of any of the corporate assets upon dissolution of the corporation.

ARTICLE VIII - POLITICAL ACTIVITIES

1. No substantial part of the activities of the corporation shall be carrying on propaganda, or otherwise attempting, to influence legislation (except as otherwise provided by Internal Revenue Code section 501(h), or participating in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of any candidate for public office.

ARTICLE IX - DISSOLUTION

1. Upon the dissolution of this organization, 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 X - AMENDMENTS

1. These bylaws may be repealed, amended, or added to 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 in writing at a prior regular or special meeting, and notice thereof has been given in the notice of the meeting at which it is to be considered.

REVISED NOVEMBER 8, 1993; SEPTEMBER 8, 1998; MAY 16, 2000; AUGUST 10, 2010; FEBRUARY 11, 2020; August 12, 2025.