

DOVER PLAINS LIBRARY BYLAWS

NAME AND LOCATION OF THE LIBRARY:

The corporate name of the library shall be the Dover Plains Library, located in the Town of Dover, Dutchess County, New York. The Dover Plains Library is an association library. All registered borrowers are members of the association.

PURPOSE OF THE LIBRARY:

The purpose of the library shall be to provide free library service to the residents, businesses, and governing officials of the Town of Dover.

BOARD OF TRUSTEES

The business and affairs of the Dover plains Library shall be managed and conducted by a Board of Trustees that shall be nine in number each to serve a term of three years. Two thirds of the trustees must be residents of the Town of Dover. All trustees must be residents in the Dover School District.

The term of members of the Board of Trustees shall end on December 31 of the third year following election unless the Trustee shall have resigned or otherwise terminated membership on the Board.

The Board of Trustees shall fill vacancies, which occur for reasons other than expiration of term. This shall be done by a majority vote of the Board of Trustees. This trustee will serve until the next annual election.

Any Trustee who shall fail to attend three consecutive regular meetings of the Board without an excuse accepted as satisfactory by the Trustees shall be deemed to have resigned as a Trustee, and the vacancy shall be filled by a majority vote of the Board of Trustees. This trustee will serve until the next annual election.

Any Trustee may be removed by the Library Board upon acceptable proof for neglect of duty, continued absence from meetings, failure to perform accepted assignments or malfeasance in office.

A nominating committee shall be appointed by the President three months (September) prior to the annual meeting (December) to designate a slate of individuals for the vacant trustee positions. The nominations shall

be presented at the November meeting. Nominations must be made from the floor at this time. The vote for trustees shall be by secret written ballot. If there are more candidates than open positions, the position goes to the top vote getter for the position. Elections shall be held in December. Trustees shall take office on January 1st.

Officers:

The January meeting shall be the meeting at which the trustees reorganize and elect officers. The chairman of the nominating committee shall chair this meeting. The officers elected shall be a president, a vice-president, a treasurer, an assistant treasurer and a secretary.

Officers shall serve a term of two years from the reorganization meeting at which they are elected and until their successors are duly elected. Tenure of the President shall be limited to two consecutive full terms of two years each.*

Meetings

Regular meetings of the Board of Trustees shall be held at the Library at 7:00 p.m. on the first Wednesday of each of ten months of the year, except for the months of July and August which shall be scheduled at the Board's discretion. In the event of a meeting being cancelled for any unscheduled reason, such as hazardous weather, power outages, etc, the meeting will be held the second Wednesday of the month at 7:00 p.m.. A public notice shall be posted on the Library bulletin board and in the local papers. Other meetings may be called and held as provided by law.

The secretary at the direction of the president may call special meetings, 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.

A quorum for the transaction of business at any meeting shall be 5 trustees. Each trustee shall have one vote and must exercise it personally at a meeting to have this vote counted.

Trustees may not represent the board to commercial, public, corporate entities, or the media without prior approval from the Board or president.

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 circumstances will permit:

- Roll call of members
- Discussion with public, or employee visitors
- Disposition of minutes of previous meeting
- Treasurer's report
- Report of the Director
- Committee reports
- Communications
- Unfinished business
- New business
- Announcements and adjournment

The Director shall attend all meetings, may participate in the discussion and offer professional advice, but is denied a vote upon any question.

Committees:

The Board shall appoint to serve, at its discretion, committees as needed to serve until discharge by the Board.

Librarian:

The Board shall appoint a qualified librarian who shall be the executive and administrative officer of the Library on behalf of the Board and under its review and direction.

Amendments:

Amendments to these bylaws may be proposed at any regular meeting. They may be voted on the second meeting and if approved, take effect on the third meeting.

The bylaws committee shall annually review these bylaws for suitability, accuracy, and consistency.

Dissolution Provision

In the event of dissolution, all of the remaining assets and property of the Association shall after necessary expenses thereof be distributed to such organizations as shall qualify under section 501 © (3) of the Internal Revenue Code of 1954, as amended; or to the federal government, or to a state or local government, for a public purpose

Non-inurement Provision.

No part of the net earnings of the organization shall inure to the benefit of any member, trustee, director, officer of the organization or any private individual (except that reasonable compensation may be paid for services rendered to that organization), and no member, trustee, officer of the organization or any private individual shall be entitled to share in the distribution of any of the assets on dissolution of the organization

Restrictive Legislation Provision.

No substantial part of the activities of the organization 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 or statements), any political campaign on behalf of any candidate for public service.

Restrictive Purposes and Activities Provision:

Notwithstanding any other provision of these articles, the organization is organized exclusively or one or more of the following purposes: religion, 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 provision of athletic facilities or equipment), or for the prevention of cruelty to children or animals, as specified in section 501 © (3) of the Internal Revenue Code of 1954, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under section 501 © (3) of the Internal Revenue Code of 1954.

Adopted July 6, 2011

President: _____

Vice President: _____

Secretary _____

Treasurer: _____

* Tenure of the President shall be limited to three consecutive full terms of two years each. *Amended March 1st, 2017 by the BOT*