

BY-LAWS OF THE WATAUGA COUNTY PUBLIC LIBRARY BOARD

ARTICLE I PURPOSE

Section I. 1. The purpose of the Watauga County Library Board is to support the Watauga County Library in providing excellent library services to the residents of Watauga County, and to support the Appalachian Regional Library Board.

Section I, 2. The Watauga County Library Board is an advisory board which provides recommendations to county authorities and to the Watauga representatives on the ARLB.

Section I. 3. The Watauga County Library Board aids the ARLB planning process to support the library services of education, economic development, and quality of life.

ARTICLE II MEETINGS

Section II. 1. The regular meetings of the Watauga County Library Board shall be held at a time and place designated by the chairperson. Special meetings may be called by the chairperson, the Regional Director, or by a majority of the members with 48 hours notice. All regular meetings of the Watauga County Library Board shall be open to the public.

Section II. 2. Notice of regular meetings: Written notice of regular meetings shall come from the Office of the County Librarian and shall give seven days or more notice prior to the meeting date. The time and place shall be fixed by the Chair and designated in the notice of the meeting.

Section II. 3. A quorum for the transaction of business shall be a simple majority of the Watauga County Library Board members.

Section II. 4. The Regional Director and County Librarian shall be required to attend each Watauga County Library Board meeting.

Section II. 5. The minutes of the Watauga County Library Board shall include a record of any board member having an unexcused board meeting absence. Any Watauga County Library Board member having missed three (3) consecutive unexcused local Board meetings shall be considered to have resigned and shall be replaced.

Section II. 6. A meeting of the Watauga County Library Board shall be called before the September meeting for the election of officers.

ARTICLE III. MEMBERSHIP

Section III. 1. The Watauga County Library Board shall be composed of a minimum of five (5), not to exceed twelve (12) members who are appointed by the Watauga County Commissioners for staggered terms. One member may be a County Commissioner.

Section III. 2. Four (4) Watauga County Library Board members shall serve on the Appalachian Regional Library Board as designated by the Watauga County Commissioners.

Section III. 3. In case of the absence of one of the four Regional Board members from a Regional Board meeting, another local board member may serve as an alternate.

Section III. 4. The Presidents of the Watauga County Friends of the Library shall be considered ex officio members of the Watauga County Library Board.

Section III. 5. Each member of the Watauga County Library Board shall be appointed by the Commissioners in August for a term of four (4) years. The effective date of the appointment shall be the meeting in September. No member shall serve more than two (2) consecutive terms. Should a member resign or for any reason fail to serve the entire appointment, a replacement will be named for the remainder of the term. All board members shall serve until their successors have been appointed.

ARTICLE IV. OFFICERS

Section IV. 1. The officers and such others as the Board may authorize shall include a Chairman, a Vice Chair, and a Secretary, elected from the Watauga County Library Board members at the annual meeting of the Board.

Section IV. 2. Officers shall be elected for a term of one (1) year. They shall take office following the meeting at which they are elected and shall serve until their successors are duly elected.

Section IV. 3. The Chair shall preside at all meetings of the Watauga County Library Board, authorize calls for any special meetings, appoint all committees, execute all decisions authorized by the Watauga County Library Board, serve as an ex officio voting member of all committees, cooperate with the Regional Director and County Librarian in all matters of concern within the library, and generally perform all duties associated with that office. An ex officio member shall not be included in a quorum count.

Section IV. 4. The Vice Chair, in the event of the absence or disability of the Chair, or of a vacancy in that office, shall assume and perform the duties and functions of the Chair until the election of the Chair.

Section IV. 5. The secretary shall assure a true and accurate record of all meetings of the Board and shall perform such other duties as are generally associated with that office.

ARTICLE V. Order of Business

Section V. 1. Call to order

Section V. 2. Approval of previous meetings business

Section V. 3. Correspondence and communications

Section V. 4. Report of Regional Director

Section V. 5. Report of County Librarian

- Section V. 6.** Reports of standing committees
- Section V. 7.** Reports of special committees
- Section V. 8.** Unfinished business
- Section V. 9.** New business
- Section V. 10.** Adjournment 2

ARTICLE VI General

Section VI. 1. Any rule or resolution of the Watauga County Library Board, whether contained in its Bylaws or otherwise, may be reviewed by the ARLB, if such rule or resolution is judged in conflict with the existing Regional Library Bylaws and/or contract. The Bylaws of the Watauga County Library Board may only be amended by approval of the ARLB.

ARTICLE VII. Duties and Responsibilities of the Watauga County Library Board

Section VII. 1. The Watauga County Library Board shall recommend, and the Regional Director shall appoint, a competent and qualified County Librarian.

Section VII. 2. The Watauga County Library Board will review the annual budget proposal before submission to the County Manager and may make budget recommendations before it is presented to the Watauga County Commissioners and other local authorities.

Section VII. 3. After final Commissioners approval of the county grant request the Watauga County Library Board will accept the annual budget for the fiscal year.

Section VII. 4. Any proposals for change in the annual budget should be submitted when possible to the Watauga County Library Board for consideration.

Section VII. 5. The Watauga County Library Board shall encourage adequate funding to carry on the library programs.

Section VII. 6. The Watauga County Library Board will support and participate in a planned public relations program.

Section VI. 7. The Watauga County Library Board shall support programs meeting the needs of the library in relation to the community. Members should keep abreast of library trends and standards.

Section VII. 8. The Watauga County Library Board shall report regularly to governing officials and provide minutes of the Watauga County Library Board to the Watauga County Commissioners.

Section VII. 9. The minutes of all Watauga County Library Board meetings shall be a permanent record and be on file at the office of the County Manager and at the Watauga County Public Library.