

NEW BERLIN PUBLIC LIBRARY

BOARD OF TRUSTEES BY-LAWS

Article I Identification

This organization shall be called the Board of Trustees of the New Berlin Public Library, located in New Berlin, Wisconsin, existing by virtue of the provisions Chapter 43 of the Laws of the State of Wisconsin, and exercising the powers and authority and assuming the responsibilities delegated to it under said statute.

Article II Membership.

Section 1. Number and Qualifications. The Library Board shall consist of 7 citizen members, the school administrator of one of the school districts of the City or his/her representative and one member of the Council. President for a term of one year commencing May 1. [Municipal Code 1.05, Wisconsin Statutes Section 43.54.]

Section 2. Appointments and Terms of Office. The school administrator or his/her representative shall be appointed by the Mayor, subject to confirmation by the council for a 3 year term commencing on July 1. The 7 citizen members shall be City residents appointed by the Mayor, subject to confirmation by the council, for 3 year terms commencing July 1. The citizen members shall be appointed for terms so staggered that not more than 3 members are appointed in any one year. The Council member of the Library Board shall be appointed by the Council President for a term of one year commencing May 1. [Municipal Code 1.05, Wisconsin Statutes Section 43.54.]

Article III Officers

Section 1. The Officers shall be a president, a vice-president, a secretary, and a treasurer/financial secretary, elected from among the appointed trustees at the annual meeting of the Board.

Section 2. A nominating committee shall be appointed by the president three months prior to the annual meeting who will present a slate of officers and the annual meeting. Additional nominations may be made from the floor.

Section 3. Officers shall serve a term of one year from the annual meeting at which they are elected and until their successors are duly elected.

Section 4. The President shall preside at all the meetings of the Board, authorize calls for any special meetings, appoint all committees, and execute all documents authorized by the Board.

Section 5. The Vice-President, in the event of the absence or disability of the President, or a vacancy in that office, shall assume and perform the duties and functions of the President.

3. Administrative Reports
4. Committee Reports
5. New Business
6. Announcements
7. Adjournment

Article V Committees

Section 1. The president shall appoint committees of three (3) or more members for such specific purposes as the business of the Board may require from time to time. The committee shall be considered to be discharged upon the completion of the purpose for which it was appointed and after the final report is made to the Board.

Section 2. All committees will make a progress report to the Library Board at each of its meetings.

Section 3. No committees will have other than advisory powers unless, by suitable action of the Board, it is granted specific power to act.

Section 4. Standing committees of the Board are Personnel and Finance. Each member of the Board will be appointed by the president to serve on one standing committee. Elected officials of any elected body are not required to serve on a committee.

Article VI Duties of the Board of Trustees

Section 1. Legal responsibility for the operation of the New Berlin Public Library is vested in the Board of Trustees. Subject to state and federal law, the Board has the power and the duty to determine rules and regulations governing library operations and services.

Section 2. The Board shall select, appoint and supervise a properly certified and competent library director, and determine the duties and compensation of all library employees.

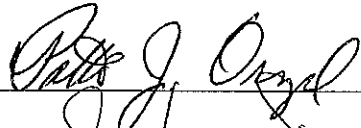
Section 3. The Board shall approve the budget and make sure that adequate funds are provided to finance the approved budget.

Section 4. The Board shall have exclusive control of the expenditure of all moneys collected, donated or appropriated for the library fund and shall audit and approve all library expenditures.

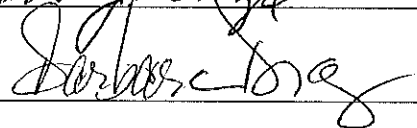
Section 2. Any rule or resolution of the Board, whether contained in these bylaws or otherwise, may be suspended temporarily in connection with business at hand, but such suspension, to be valid, may be taken only at a meeting at which two-thirds of the members of the Board are present and two-thirds of those present so approve.

Section 3. These bylaws may be amended at any regular meeting of the Board by majority vote of all members of the Board, provided written notice of the proposed amendment shall have been mailed to all members at least ten days prior to the meeting at which such action is proposed to be taken.

Adopted by the Board of Trustees of the New Berlin Public Library on the 16th day of March, 2015.



Patti Orzel, Library Board President 3/21/2016



Barbara Draeger, Library Director 3/21/2016