

**BYLAWS
of the
Emery County Library Board**

Article I : Name and Authority

This body shall be known as the "Emery County Library Board" within the Emery County Libraries and shall consist of at least five but no more than nine members. The Board shall assume the responsibilities delegated to it by these statutes.

Article II : Mission

The mission of the Emery County Libraries is to provide the resources and services for lifelong learning, the space and opportunities to gather and connect, and to foster a love of reading.

Article III : Purpose

The Board shall act on behalf of the Emery County Libraries in performing such duties, responsibilities and functions as are authorized by law or necessary to accomplish their lawful duties or as may be specifically authorized by ordinances of Emery County. The Board shall work to improve the quality of Emery County Libraries' services by advising the Emery County Library Director, by reviewing and confirming the Emery County Libraries' service and grant policies, and, in general, by representing the interests of citizens and libraries of Emery County.

Article IV : Membership

Section 1. The Emery County Library Board shall consist of not less than four and not more than eight community members preferably representing different geographic areas in the County and one member of the County Board of Commissioners ("Commission").

Section 2. Public notice shall be given in compliance with state statutes of the intent to fill any vacancy existing on the Board. Interested candidates shall submit a résumé and other pertinent information by the deadline stated in the notice. At a regularly scheduled and duly noticed meeting of the Commission, the applicants shall be discussed, approved, or denied in compliance with Emery County policies and procedures.

Section 3. Members of the Board shall be appointed and serve for a term of four years and may be reappointed to serve one additional four year term. No board member shall serve more than two consecutive full terms.

Section 4. Members of the Board may receive a stipend for their attendance at Board meetings. The Board may also pay reasonable and necessary expenses for the members of the Board when transacting business on behalf of the Board. The Commission member of the Board shall not be compensated for service on the Board.

Article V : Meetings

Section 1. The Board shall meet every other month, on the second Monday, beginning in January of each year. Meetings may be held more frequently if desired, upon proper notice.

Section 2. The Emery County Library Director shall annually post in accordance with State statutes the dates, times, and places of the Board's regularly scheduled meetings.

Section 3. A quorum for the transaction of business shall consist of a majority of Board members currently appointed.

Section 4. Notices of all regular meetings shall be e-mailed by the Emery County Library Director to all Board members at least five days before the meeting date.

Section 5. All meetings shall comply with the Utah Open and Public Meetings Law, UAC 52-4-201, UAC 52-2-202, and UAC 52-4-203.

Section 6. Meetings shall be governed by The Standard Code of Parliamentary Procedure.

Section 7. Meetings of the Board may be conducted through the use of electronic communication pursuant to state statutes and local ordinances.

1. A member of the Board may, subject to the limitations specified herein, participate in a meeting of the Board via electronic communication only if the member of the Board uses a means of communication that permits the member of the Board, all other members of the Board participating in the meeting, and all members of the public physically present at the place where the meeting is conducted to simultaneously communicate with each other during the meeting.
2. At least one-third of the members of the Board must be physically present at the place where the meeting is being conducted.
3. All votes of the Board taken at any meeting in which a member of the Board is participating via electronic communication shall be taken by roll call vote.
4. Each member of the Board shall physically attend at least one-half of the regularly scheduled meetings in a calendar year.
5. A member of the Board who wishes to participate in a meeting of the Board via electronic communication shall notify the Library Director as soon as reasonably possible. Except in cases of an emergency, a member of the Board shall provide such notice not less than two days prior to the meeting in question.
6. This policy shall not affect the public's right to attend a meeting of the Board at the place where the meeting is being conducted, but no provision is hereby made for the public to attend a meeting of the Board at any place other than the place where the meeting itself is being conducted.

Article VI : Officers

Section 1. The Board shall elect from its members a chair who shall be the presiding officer of the Board. The chair may serve an indeterminate term, but an election for the chair shall be conducted each year. The chair shall preside at all meetings of the Board and shall have such

other duties, powers, and responsibilities as are assigned to him/her by the Board. The chair shall sign and approve the minutes of all meetings held by the Board.

Section 2. The Board shall elect from its members a vice-chair who shall act as and perform the duties of the chair in his/her absence. The vice-chair may serve an indeterminate term, but an election for the vice-chair shall be conducted each year.

Section 3. Vacancies in offices shall be filled for the unexpired term at the first regular meeting of the Board after the vacancy occurs in the same manner as first appointed.

Section 4. The Emery County Library Director shall:

- o issue notices of all meetings.
- o under consultation with the chair, prepare the agenda for all meetings.
- o keep a copy of the minutes and other records of the Board.

Article VII : Committees

Section 1. Special committees for the study and investigation of issues and the accomplishment of specific tasks may be appointed by the chair with the consultation from the Board to serve until the work assigned is completed or until such time as the Board may designate. Such committees may include Board members or may be comprised entirely of other interested parties.

Article VIII : Amendments

Amendments to these bylaws may be adopted by a majority vote of Board members present at a regular meeting with a quorum, subsequent to notification of the proposed change. These bylaws and any amendments shall be submitted to the Commission for final approval.

These bylaws are hereby adopted on the 8th day of August, 2019 by the Emery County Library Board.



Library Director

10-15-2019

Date



Library Board Chair

10/22/2019

Date



Commissioner

10-15-19

Date

Approved by Emery County Commission on the 15th day of October, 2019.