

Brookhaven Free Library Members' By-Laws

ARTICLE I -- NAME

The name of this association shall be Brookhaven Free Library Association. It shall be located at the Hamlet of Brookhaven, Suffolk County, New York.

ARTICLE II -- PURPOSE OF ASSOCIATION

The purpose of this association shall be to establish, operate and maintain a free public library in the Hamlet of Brookhaven for the benefit and use of the residents of the South Country School District.

ARTICLE III -- MEMBERSHIP

Any person who is a registered voter in the South Country School District shall be considered a voting member of this association.

ARTICLE IV -- GOVERNMENT

Section 1. The management of the affairs of this association shall be vested in a Board of Trustees composed of seven persons.

Section 2. The officers of the Board of Trustees shall serve as officers of the association. They shall be elected by the Trustees at the first regular Board meeting following the Annual Election each year. They shall be a President, a Vice President, a Secretary and a Treasurer, elected from among the Board members.

Section 3. Committees of the Board shall be considered association committees as well. They are the Nominating Committee and ad hoc committees appointed by the Board President.

Section 4. The transition from an eleven member Board to a seven member Board shall be completed no later than the Annual Election of 2006. The Board shall be empowered to make any necessary adjustments to Board size and members' terms during this period of transition except that no member shall be required to resign.

ARTICLE V -- TRUSTEES

Section 1. Qualifications for serving as a Trustee shall include membership in the association and a strong interest in the library.

Section 2. The Trustees of the association shall be elected at large at the Annual Election to be held no later than April following the Annual Meeting of the association. Election shall be by plurality and in the event that unexpired terms are to be filled, that winning candidate with the fewest votes shall fill the shortest term, the candidate with the next higher number of votes shall fill the next longer term etc.

Section 3. Trustees are elected for a term of five years. Term shall begin at the first regular Board meeting following the annual election. No person shall be eligible for nomination for election to more than two consecutive full terms.

Section 4. The Trustees shall serve as the policy-making body of the library, in conformity with the Education Law of New York State.

Section 5. A vacancy among the Board of Trustees shall be filled by the Board by appointment of a member of the Association, who shall serve until the next Annual Election.

ARTICLE VI-- MEETINGS

Section 1. The Annual Meeting for the general membership shall be held no later than April of each year. The purpose of the Annual Meeting shall be to present an annual report to the membership, to present candidates for the Board, to review the budget for the coming fiscal year and to conduct such other business as may be necessary.

Section 2. The Annual Election shall be held following the Annual Meeting within a month and at a time and place to be determined by the Board of Trustees. At the annual Election the membership shall elect Trustees and vote on the proposed budget.

Section 3. Other meetings of the members of the association may be held for the transaction of the business stated in the call therefore.

Section 4. There will be a public notice of every association meeting and Annual Election of the association stating the purpose or purposes and the time and place at least ten days and not more than fifteen days prior to the meeting.

Section 5. A quorum shall consist of the same number as the majority of the Board.

Section 6. Meetings shall be conducted in accordance with Roberts Rules of Order.

ARTICLE VII -- AMENDMENTS

Amendments to these bylaws may be proposed in the call for any Annual or Special Meeting of the library association. Proposed amendments shall become effective when approved by two-thirds of the members present and voting.

*Passed by membership vote
April 18, 1982
Amended 1/20/93
Amended 4/3/01
Amended 4/13/04
Amended 1/24/05*

Brookhaven Free Library Association Trustees' Bylaws

ARTICLE I – Name

1. This organization is and shall be known as the Board of Trustees of the Brookhaven Free Library, existing by virtue of the provisions in the Absolute Charter Number 6142 granted by the Regents of the University of the State of New York on November 30, 1951, and exercising the powers and authority and assuming the responsibilities delegated to it under the said charter.

ARTICLE II – OFFICERS

1. The officers of the Board of Trustees shall be elected by the Trustees at the first regular Board meeting following the Annual Election each year. They shall be a President, a Vice President, a Secretary and a Treasurer, elected from among the Board 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 President of the Board shall be limited to three consecutive full terms of one year each.
3. The President shall preside at all meetings of the Board, authorize calls for any special meetings, appoint all committees, and is voting member of all committees 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 of the President.
5. The Secretary shall keep a true and accurate record of all meetings of the Board, shall issue notice of all regular and special meetings and shall perform such other duties as are generally associated with that office.
6. The Treasurer shall be the disbursing officer of the Board, and see that the library maintains adequate and appropriate financial records. The Treasurer shall be bonded. In the absence or inability of the Treasurer, these duties shall be performed by such other members of the Board as the Board may designate.

ARTICLE III – MEETINGS

1. Ten regular monthly meetings shall be held each year save the months of July and August, the date and hour to be agreed upon by the Board. Written notice of all regular meetings shall be sent to all Trustees at least five days prior to such regular meetings and a public notice of such a meeting shall be posted in the library.
2. Special meetings may be called by the Secretary at the discretion 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. If a Trustee fails to attend three consecutive meetings without an excuse accepted as satisfactory by the Trustees, such Trustee shall be deemed to have resigned.

4. A quorum for the transaction of business at any meeting shall consist of a majority of the entire Board. Any resolution requires a majority vote of the entire Board in order to carry.

ARTICLE IV – COMMITTEES

1. The President shall appoint the Nominating Committee. The duties of each standing committee shall be assigned to it by action of the Board. Committee members shall be appointed annually following election of the President.
2. In addition to the standing committees, the President may appoint such other committees as the business of the Board requires from time to time. These committees shall be considered to be discharged upon the completion of the purpose for which they were appointed.

ARTICLE V – DIRECTOR

1. The Board shall appoint a qualified Library Director who shall be the executive and administrative officer of the library on behalf of the Board and under its review and direction.
2. The Director is responsible for the proper direction and supervision of the staff, for the care and maintenance of the library property, for an adequate and proper selection of materials in keeping with stated policy of the Board, for the efficiency of serving to the public and for operation with the budget appropriation.

ARTICLE VI – ADMENDMENTS

1. Amendments to these bylaws may be proposed at any regular meeting but shall become effective only after a majority vote at the next regular meeting.

Approved 11/10/81

Amended 3/9/82

Amended 1/21/92

Amended 1/19/93

Amended 9/20/04

Amended 1/24/05