GOVERNANCE

Bylaws of the

Otsego Northern Catskills BOCES

School Library System Council

Article I

Name

The name of the Council shall be the Otsego Northern Catskills BOCES School Library System Council, abbreviated the ONC SLS Council.

Article II

Mission

The mission of this Council shall be to advise the Director and to monitor the implementation of the Plan of Service.

Article III

Members

- Section 1. The membership of this Council will be at least nine members, but will not exceed fifteen.

- Section 2. Broad representation is desired. In so far as possible, members will be chosen from the following: school librarians and administrators in the ONC BOCES SLS; library professionals from public, academic and research libraries with the region; the South Central Regional Library Council, and educational staff from cultural organizations.
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- Section 3. Members will serve three-year terms, staggered so that, as nearly as possible, one-third of the members of the Council shall be appointed each year by the Otsego Northern Catskills BOCES Board of Education. Terms will expire on July 1.

- Section 4. A person to fill a vacancy on Council shall be recommended by School Library System Council and approved by the governing board for the duration of the term of the individual whose seat is to be filled.

- Section 5. Members will serve without compensation.

- Section 6. Upon completion of a term, the Director will first contact the retiring member for suggestions to appoint/reappoint a member to fill the vacancy.

- Section 7. All Council members are voting members. It shall be the responsibility of each member to commit him/herself to the purposes of the School Library System, and to attend the meetings on a regular basis.

Article IV

Officers

- Section 1. The officers of the Council will be a chair-person and a vice-chair-person. These officers will perform the duties prescribed by these Bylaws and by parliamentary authority adopted by the Council.

- Section 2. Nominations will be made from the Council members. Secret ballots will be implemented for contested races only.

- Section 3. Election will take place at the final Council meeting of the school year. The term of office is two years.

- Section 4. The chair-person will conduct the meetings.

- Section 5. The vice-chair-person is the chair-elect.
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Section 6. The designated secretary will take minutes at each meeting. Minutes will distributed to all Council members in a timely fashion prior to the Council meeting. Minutes will also be provided to the New York State Education Department Division of Library Development.

Article V

Meetings

Section 1. Meetings will be held at least four times a year at a location convenient to most members, or via teleconference. An agenda will be mailed at least three days before the meetings.

Section 2. Special meetings may be called by the Director or the Chair-person. At least three days’ notice shall be given.

Section 3. A simple majority of members of the Council will constitute a quorum.

Article VI

The Governing Board

Section 1. The BOCES Board of Education serves as the Governing Board.

Section 2. The Governing Board shall perform such duties as are specified in the regulations of the Commissioner of Education.
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Article VII

Responsibilities

❖ Section 1. The Council will be responsible for approval of the budget and the Plan of Service.

❖ Section 2. The Council will assist and advise the BOCES Board in the operation and administration of the School Library System.

❖ Section 3. The Council will approve recommendations made by the committees.

❖ Section 4. The Council will revise the Plan of Service as needed.

❖ Section 5. The Council will assist, advise and guide the Director.

❖ Section 6. Council members will serve on committees and report committee activities at Council meetings.

Article VIII

Committees

Committees may be formed to further the activities of the Council and the School Library System.
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Article IX

Parliamentary Authority

Robert’s Rules of Order shall be the parliamentary authority on matters not covered by the ONC SLS Council Bylaws.

Article X

Amendment of Bylaws

These Bylaws may be amended at any meeting of the Council by a two-thirds vote, provided that the amendment has been submitted to the Council in writing three days before the meeting.