

BY-LAWS
GREEN GOLD LIBRARY SYSTEM
Revised July 8, 2016

Article 1. Meetings

Section 1. The fiscal year runs October 1 through September 30. Meetings of the Green Gold Library System shall be held bi-monthly on the 2nd Friday of the month beginning in November.

Section 2. The System shall name officers at the September meeting each year.

Section 3. A quorum for the transaction of business shall consist of at least two officers and three members. Members must pay a basic fee, to be determined annually at the July meeting. Fees for additional services, such as weekly delivery, shall be voted on by the libraries involved.

Section 4. Special meetings may be called by the Secretary at the direction of the President, or at the request of four members, for the transaction of business as stated in the call for the meeting.

Section 5. Notices of all regular meetings shall be e-mailed by the Secretary to all members at least five days before the meeting date.

Article 2. Officers

Section 1. Officers of the System shall be chosen at the September meeting of the System, and shall be President, Vice President, and Secretary. New officers will assume duties effective October 1.

Section 2. Vacancies in offices shall be filled for the unexpired term at the first regular meeting of the System after the vacancy occurs.

Section 3. The President shall preside at all meetings, appoint all committees, authorize calls for meetings, and generally perform the duties of a head official.

Section 4. In the absence of the President, the Vice-President shall exercise the President's functions; and may, upon request of the President, take over any duties the President is unable to perform.

Article 3. Administration

Section 1. The Shreve Memorial Library Director shall be considered the executive officer of the Green Gold Library System and shall have the responsibility for the administration of the Green Gold Library System. The Director, or a duly appointed representative, shall submit narrative, statistical, and financial reports to member libraries at the July meeting.

Section 2. The Shreve Memorial Library Director, or a duly appointed representative, shall keep a true and accurate account of all proceedings of the meetings; shall issue notices of all meetings; shall have custody of the minutes and other records of the System, and shall prepare the agenda for all meetings.

Section 3. The Shreve Memorial Library Director shall appoint a Chief Financial Officer. The CFO shall pay all authorized invoices and shall maintain all necessary financial records. All electronic materials invoices shall be authorized by the Shreve Memorial Assistant Acquisitions Librarian. All other invoices shall be authorized by the Shreve Memorial Library Director or designee.

Section 4. The Shreve Memorial Library Director, or a duly appointed representative, shall attend all System meetings.

Article 4. Resolutions and Orders

Section 1. A majority of the votes of all members of the System present shall be necessary for the adoption or passage of any resolution or order.

Article 5. Order of Business

Section 1. The order of business at the regular meetings of the System shall be:

1. Call to order; establish a quorum
2. Additions to the Agenda
3. Audience Comments
4. Approval of minutes
5. Report of Director; statistical, financial, and narrative
6. Business Items
7. Reports of members
8. Adjournment

Article 6. Amendments

These by-laws may be amended at any regular meeting by a majority vote; provided the proposed amendment was stated in the call for the meeting.

ADOPTED: December 9, 1971
AMENDED: September 12, 1974
AMENDED: June 19, 1975
AMENDED: May 2, 1979
AMENDED: January 25, 2012
AMENDED: July 11, 2014
AMENDED: July 8, 2016