

AMENDED BYLAWS  
of  
BOARD OF TRUSTEES  
for the  
LEE COUNTY LIBRARY & INFORMATION SERVICES

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1. Membership and Attendance

- a. The Board shall be made up of seven (7) members who shall apply to and be appointed by the Board of County Commissioners in a manner consistent with the Commissioners' policies and practices concerning appointments to County boards.
- b. The Board may recommend, by majority vote, the Commissioners appoint one or more of the applicants.
- c. Any member who fails to attend 75% of the Board's regular meeting, except for excused illness or other extraordinary circumstances, during any one calendar year shall be reported to the Commissioners to be removed by the Commissioners.

2. Officers

- a. Board officers shall consist of a {Chairman and Vice-Chairman} each of whom shall be elected at the annual meeting by a majority vote.
- b. Officers will begin service at the January meeting.
- c. When the Chairman is absent, the Vice-Chairman will preside.
- d. The Library Director will be the Board's Secretary and shall keep a true and accurate account of all proceedings of Board meetings; issue notices of all meetings; have custody of the account of meetings and other records of the Board; and shall notify the Commissioners of any vacancies on the Board.

3. Meetings

- a. The Board of Trustees shall meet on the first Wednesday of each month at the main library or at such a time and place designated by the Chairman.
- b. An annual meeting shall be held concurrently with the regular monthly meeting for the month of December.
- c. Special meetings may be called by the Chairman or upon a majority vote of the board.

4. Quorum

A quorum for the transaction of business shall be a simple majority of the Board members.

**5. Committees**

- a. The following standing committees are established: nominating, policy, projects, buildings and grounds, and finance.
- b. Other committees may be established by the Board as needed and special committees for the study and investigation of special problems may be appointed by the Chairman to serve until they have completed the work for which they were appointed.

**6. Library Director**

- a. The Library Director shall attend all regular monthly meetings and shall be called upon to report on the status of the library system.
- b. Further reports from the Library Director and attendance at other meetings shall be requested by the Chairman as needed.

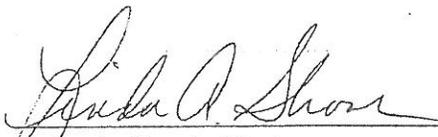
**7. Amendments**

An amendment to these bylaws may be adopted by simple majority vote of the Board, a quorum being present, but a written copy of the proposed amendment must be provided each member of the Board no later than one (1) month preceding the vote on that amendment.

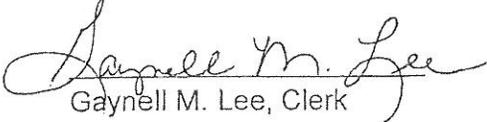
Amended this 23<sup>rd</sup> day of May 2011.

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Adopted November 2, 1994  
Amended January 6, 1999  
Amended August 6, 2003

  
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Linda A. Shook, Chairman  
Lee County Board of Commissioners

ATTEST:

  
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Gaynell M. Lee, Clerk

# LEE COUNTY

*Committed Today for a Better Tomorrow*

## **AMENDED LIBRARY ORDINANCE FOR LEE COUNTY, NORTH CAROLINA**

WHEREAS, by virtue of Article 14 of chapter 153A, of the General Statutes of North Carolina, the availability of adequate, modern library services and facilities has been declared a proper concern of local government and the public policy of the State is to promote the establishment and development of public library services; and

WHEREAS, when a County operates a library system pursuant to local act, the Board of Commissioners may by ordinance, provide that the library system is to be operated pursuant to said Article 14; and

WHEREAS, in its considered judgment, the Board of Commissioners for Lee County, believes that the operation and development of the public library system within Lee County can best be advanced by placing the library system under the supervision and direction of a Library Board of Trustees as authorized by said Article 14;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS FOR LEE COUNTY:

Section 1: The appointments and terms of all present trustees of the Lee County Library are hereby terminated and the operation of the Lee County Library system shall be pursuant to Article 14, Chapter 153A, General Statutes of North Carolina, from and after the effective date of this ordinance.

Section 2: There is hereby created a board to be known as the Board of Trustees of the Lee County Library System.

Section 3: The Board of Trustees of the Lee County Library System shall be appointed by the Board of Commissioners for Lee County and shall consist of seven (7) members. Upon the expiration of the original terms, each succeeding term shall be for three years and until such appointees' successors are appointed and qualify for office. Vacancies in the board shall be filled for the unexpired term by appointment of the Board of Commissioners for Lee County. The members shall serve without compensation.

Section 4: The Board of Trustees of the Lee County Library System shall appoint from its membership a Chairman and such other officers as it may deem necessary for the orderly procedure of its business and may adopt by-laws, rules, and regulations governing its procedure not inconsistent with the provisions of County ordinances and State laws. The Board of Trustees of the Lee County Library System shall, from time to time, make rules and regulations governing the operation and conduct of the library facilities operated by the Board of Trustees. The Board of Trustees of the Lee County Library system shall hold regular meetings at such times and places as it may designate.

Section 5: The Board of Trustees of the Lee County Library System shall provide, maintain, operate, and supervise the library facilities owned or controlled by the Board of Commissioners for Lee County or leased or loaned to the Board of Trustees for the Lee County System by the owners thereof.

Section 6: The Board of Trustees of the Lee County Library System may accept any grant, gift, bequest, or donation of any personal property offered or made for library purposes and, with the approval of the Board of Commissioners for Lee County, may accept any grant, gift, or devise of real estate. The Board of Trustees of the Lee County Library System shall have no authority to enter into any contract or incur any obligation binding the Board of Commissioners for the County of Lee other than for current obligations within the budget appropriations made by the Board of Commissioners for Lee County.

Section 7: The Board of Trustees of the Lee County Library system shall have power to appoint and designate a Chief Librarian who possesses the necessary educational training and who demonstrates by actual work the ability to organize and direct a countywide library system. Such other trained persons as may be necessary in the maintenance and operation of the library system may be employed.

Section 8: Funds appropriated by the Board of Commissioners for Lee County and budgeted to the Lee County Library System shall be disbursed by the Finance Officer upon purchase orders issued by the Board of Trustees of the Lee County Library System and within the budget appropriations made. Funds received by the Library System from sources other than budget appropriations shall be deposited by the Finance Officer to the credit and for the use of the Library System and disbursed as budget funds are disbursed, except that funds received by gift, bequest, or otherwise shall be disbursed in accordance with the terms of such gift or bequest.

Section 9: The Board of Trustees of the Lee County Library System shall make full and complete reports to the Board of Commissioners for Lee County at such times as may be requested and at such other times as the Board of Trustees of the Lee County Library System deem it proper. Copies of the minutes of all meetings of the Board of Trustees shall be sent to the Board of Commissioners.

Section 10: The fiscal year of the Library System shall conform to that of the Board of Commissioners for Lee County.

Section 11: Such powers as are now provided by the statute of the State of North Carolina or by ordinances and/or resolution of the Board of Commissioners for Lee County, relating to the development and operation of library systems are hereby vested in the Board of Trustees of the Lee County Library system to be exercised by it subject to all restrictions contained in such statutes, ordinances, or resolutions.

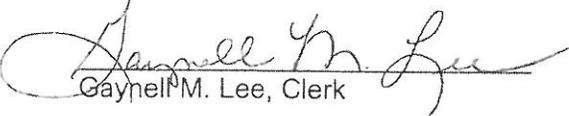
Section 12: All ordinances and resolutions of the Board of Commissioners for the County of Lee, in conflict herewith are hereby repealed.

Section 13: This ordinance shall be in full force and effect, from and after the 18<sup>th</sup> day of April 2011.

Original ordinance adopted March 17, 1980.  
Amended ordinance adopted April 18, 2011.

  
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Linda A. Shook, Chairman  
Lee County Board of Commissioners

ATTEST:

  
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Gaynell M. Lee, Clerk

BYLAWS  
of  
BOARD of TRUSTEES  
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LEE COUNTY LIBRARY & INFORMATION SERVICES

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1. Meetings

The Board of Trustees shall meet on the first Wednesday of each month at the main library or at such time and place designated by the Chairman.  
An annual meeting shall be held at the time of the regular monthly meeting for the month of December.

Special meetings may be called by the Chairman or at the request of four members of the board.

2. Officers

Board officers (Chairman and Vice-Chairman) shall be elected at the annual meeting. Officers will begin service in January.

When the Chairman is absent, the Vice-Chairman shall preside.

The Library Director acting as Secretary shall keep a true and accurate account of all proceedings of Board meetings; issue notices of all meetings; have custody of the minutes and other records of the Board; shall notify the Board of County Commissioners of any vacancies on the Board.

3. Committees

The following committees are established: nominating, policy, projects, buildings and grounds, and finance. Other committees may be established by the Board as needed, and special committees for the study and investigation of special problems may be appointed by the Chairman to serve until they have completed the work for which they were appointed.

4. Members

The Board shall be made up of seven (7) voting members and one (1) ex-officio member from the Board of County Commissioners. The Board of County Commissioners may appoint alternates. Three consecutive unexcused absences shall be considered an automatic resignation.

The absent member will be notified by mail thanking him/her for serving and announcing that the Board will seek a replacement. The Board shall submit to the County Commissioners the name of no less than one candidate per seat when vacancies arise.

#### 5. Library Director

The Library Director shall attend all regular monthly meetings and shall be called upon to report on the status of the library system. Further reports from the Library Director and attendance at other meetings shall be requested by the Chairman as needed.

#### 6. Quorum

A quorum for the transaction of business shall be a simple majority of the Board members.

#### 7. Amendments

An amendment to these bylaws may be adopted by a favorable vote of at least six (6) members of the Board, but a written copy of the proposed amendment must be provided each member of the Board no later than one (1) month preceding the vote on that amendment.

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Adopted this 2nd day of November, 1994

Amended, 6th January, 1999

Amended, 6th August, 2003

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Chairman