

Rush Public Library  
BOARD OF TRUSTEES BY-LAWS

ARTICLE I: Duties and Powers

A seven member Board of Trustees of the Rush Public Library shall have the responsibility of managing and controlling the affairs of the library and shall have all the powers and duties of boards of trustees of chartered educational institutions, as defined in the Education Law of New York State, including the right to hold property and to appoint and fix the salaries of such offices and employees as the trustees shall deem necessary.

ARTICLE II: Officers

1. The officers shall be: president, vice-president, treasurer (non-public funds), corresponding secretary and recording secretary. The treasurer of public funds is the fiscal officer of the town of Rush, the Supervisor.
2. In the event of a vacancy in the office of any officer, the Board of Trustees shall elect a successor for the balance of the term.
3. Subject to the rules and directions of the Board of Trustees the officers shall have the usual powers and duties of their offices.
4. The officers shall be elected at the annual meeting by the Board of Trustees and shall serve until their successors are elected. No president shall serve more than two consecutive one-year terms.

ARTICLE III: Meetings

1. Regular meetings of the Board of Trustees shall be held monthly, unless the Board by resolution cancels a specific monthly meeting. The annual meeting shall be held in November.
2. Special meetings shall be called by the president or on request of three trustees, provided that written notice is mailed to each trustee not less than five days before said meeting and shall state the subject proposed for consideration. Notice shall also be placed in the official newspaper.

ARTICLE IV: Quorum

A quorum of the trustees shall be four (4). A majority vote of those present shall be necessary for the transaction of business.

## ARTICLE V: Attendance

If any trustee shall fail to attend three consecutive meetings without excuse accepted as satisfactory by the trustees, he/she shall be deemed to have resigned, and the vacancy shall be filled by the Board of Trustees. (Education Law, Sect. 226).

## ARTICLE VI: Committees

1. The Board of Trustees shall have the power to establish committees. The president shall have the power to make committee appointments, except for the nominating committee.
2. A nominating committee shall be elected at the September meeting. It shall consist of three or more members. The president shall designate the head of the nominating committee. The nominating committee has two assignments: (a) to recommend candidates for officers; and (b) to recommend a candidate to the unexpired term of a trustee.
3. The duties of each standing or ad-hoc committee shall be such as are associated with its name or as shall be assigned to it by the Board of Trustees. The Friends of the Rush Library group is a standing committee of the Board.
4. No action of any committee shall be binding until approved by the Board unless full authority has been previously given by the Board, and no committee shall authorize any expenditure without authority of the Board.

## ARTICLE VII: Director

The director shall be considered the Executive Director of the Library and shall have sole charge of the administration of the Library System and be directly responsible to the Board of Trustees.

## ARTICLE VIII: Amendments

These by-laws may be repealed, amended, or added to at a regular meeting of the Board by a majority vote of the trustees present, but only after the substance of the proposed change has been submitted in writing at a prior regular or special meeting, and notice thereof has been given in the notice of the meeting at which it is to be considered.

Amended	June 1967
Revised	August 1968
Revised	1971
Amended	January 1987
Amended	February 1994
Amended	May 2007
Amended	December 2014