

GENESEE-LIVINGSTON-STEUBEN-WYOMING BOCES

SCHOOL LIBRARY SYSTEM COUNCIL BYLAWS

Adopted April, 1995 - Last Revised April, 2011

Article I. Governing Structure

The governing body of the Genesee-Livingston-Steuben-Wyoming BOCES School Library System shall be the Board of Education of the Genesee-Livingston-Steuben-Wyoming BOCES.

Article II. Purpose

Section A. Council

The purposes of this council shall be:

1. To develop and monitor the plan of service.
2. To recommend policy for the school library system.
3. To evaluate school library system services and programs.
4. To suggest budget considerations.

Section B. Communication Coordinators

The communication coordinators shall:

1. Inform and communicate with other libraries within their district the actions of the school library system.
2. Provide information to the school library system from other libraries within their district.
3. Serve on committees and otherwise provide input and feedback to the school library system.

Article III. Membership

Section A. Council

1. Representation

The School Library System Council shall be composed of at least nine and no more than twelve members and may include the following:

- a) Teacher representative.
- b) Public library representative.
- c) Public library system representative.
- d) Academic library representative.
- e) Rochester Regional Library Council representative.
- f) Instructional technology representative.
- g) Administrators – one superintendent and one building principal.
- h) Library media specialists including:
 - 1) Elected chair/vice chair/secretary.
 - 2) One or more at large representatives.
- i) One SLS Coordinator (ex officio)

2. Term of Office

All council members shall serve three (3) year terms.

Article IV. Meetings

Section A. Schedule

1. The School Library System Council shall meet at least four times per year.
2. The meeting dates for the following year shall be announced at the final meeting. The first meeting will be in September or October and the final one in May or June.
3. Additional meetings may be called by the system director or council officers.
4. The chairs and the system director will be responsible for planning the agenda of each meeting. The agenda will be distributed to all members by the director at least one week in advance of the meeting.

Section B. Quorum

1. A quorum shall consist of one half of the membership. Simple majority rules.
2. Each member or designee shall have one vote.

Section C. Parliamentary Authority

1. Discussion leading toward a consensus of the members will be the prevailing procedure in council/communication coordinator meetings.
2. Parliamentary procedure will be used when a decision of the communication coordinators/ council is to be recorded or transmitted. The latest edition of Roberts Rules of Order shall govern the activity of the council.

Article V. Officers

Section A. Election of Council Officers

1. The council membership shall elect the chair, the vice chair, and the secretary. This election will be held via electronic means prior to the first meeting of the year.
2. The nominating committee, appointed by the chair of the council, shall prepare a slate of nominations. This slate shall be circulated to the members at least one month prior to the election.
3. Duties shall be assumed directly following the election.

Section B. Terms of Office

1. Terms of each council officer shall be for one school year.
2. No council officer shall serve more than two consecutive terms in any one office.

Section C. Vacancies

If the chair of the council vacates that position, the vice-chair will assume the chair of council until the next scheduled election. The chair of council may, until the next scheduled election, appoint, with affirmation by council, a vice-chair or a secretary in the event of vacancies in those positions.

Article VI. Committees

Section A.Membership

1. The chair shall appoint members to committees based on their interest.
2. Committee membership may be from the council, communication coordinators group or system members at large.
3. The chair of each committee shall be elected by the committee members.

Section B.Purpose

1. The charge of the committee will be specified by the Council.
2. Committees shall meet in person or electronically and report at each meeting as needed.

Article VII. Amendment to the Bylaws

These bylaws may be amended by a two-thirds vote of the members present at the council meeting. A written copy of the proposed amendment must be sent to the council at least ten days prior to the meeting at which the vote will take place.

Article VIII. Savings Clause

In all respects, the operation of the Genesee-Livingston-Steuben-Wyoming BOCES School Library System shall conform to Regulation 90.18 of the Commissioner of Education.