

**BY-LAWS OF
THE FERTILE PUBLIC LIBRARY
2015**

The following By-laws of the Fertile Public Library shall govern the administration and actions of the Board of Trustees in the operation of the Fertile Public Library, Fertile, Iowa, as provided by the state and county law and city ordinances as may be amended from time to time.

ARTICLE I - OFFICES

The principal office of the library in the City of Fertile, State of Iowa shall be located at 204 West Main, Fertile, Iowa, or at such other place or places within the City of Fertile as the Board of Trustees may, from time to time, determine.

ARTICLE II - BOARD OF TRUSTEES

Section 1: Number, Appointment and Term of Office.

(A) The number of the trustees of the Library shall not be less than five (5), three (3) of whom are residents of the City of Fertile and two (2) nonresidents, unless and until otherwise submitted and approved by vote of the general public, as provided by law.

(B) Except as otherwise be provided herein or by law, the members of the Board of Trustees shall be appointed by the mayor. However, nonresident members shall be appointed by the mayor with the approval of the City Council.

(C) Only bona fide citizens and residents of the City of Fertile over the age of eighteen are eligible for service on the Board of Trustees, except that there shall be two (2) residents of rural Worth County outside the city limits of Fertile, Iowa, appointed to the board.

(D) All appointments shall be for a term of three (3) years, commencing on July 1st of each year so that the terms of office are staggered.

(E) If a vacancy occurs, caused by death, resignation, removal, disqualification or otherwise, prior to expiration of a trustee's term, the position is filled in the same manner that appointments are made, and the new appointee completes the unexpired term.

(F) Board members shall regularly attend meetings. If a board member fails to regularly attend, the board can recommend to the mayor that this member be removed from the board.

(G) Members of the Board of Trustees shall act without compensation for their services.

Section 2: Duties and Powers.

(A) The Board of Trustees will be responsible for the control and management of the affairs, property and interests of the Library, and may exercise all powers as granted by state laws and city ordinances, more specifically Title 5, Chapter 1, adopted by the City of Fertile on November 7, 1995 and, as hereafter may be amended by the State of Iowa and/or City Council of the City of Fertile and if required, by a majority vote of the general public.

(B) The Board of Trustees shall have the following specific powers in addition to the general powers authorized by law or ordinances:

1. To cooperate and contract in any manner deemed necessary with the city, county, state and federal governments.

2. To provide for committees made up of Board members and volunteers who are registered Fertile voters, at no compensation, to do any and all necessary actions for the operation of the library except that said committees or any member thereof will have no authority to expend any monies of the library without Board approval.

3. To provide vacation periods for employees of the library.

4. To establish a policy for selection of books and other materials to be purchased and contained in the library.

5. To establish regulations providing for library operation, charges and fines for the use of library books, and the use of the library and its equipment.

6. To establish a policy in regard to memorial gifts by any person or organization to the library.

7. To obtain memberships and incur expenses for memberships in state and national library organizations and associations.

Section 3: Meetings.

(A) Regular meetings of the Board of trustees will be held on the third Monday of each month at 7:00 p.m. at the Library.

(B) The Board of Trustees, from time to time, may provide by resolution for the holding of other regular meetings of the Board of Trustees, and may fix the time and place thereof.

(C) Notice of any regular meeting of the Board of Trustees will not be required to be given and, if given, need not specify the purpose of the meeting; provided, however, that in case of any regular meeting, notice of such action shall be given to each trustee who shall not have been present at the meeting at which such action was taken within the time limited, and in the manner set forth in paragraph (B) of Section 4 of this Article II, with respect to special meetings, unless such notice shall be waived in the manner set forth in paragraph (C) or such Section 4.

Section 4: Special Meetings; Notice.

(A) Special Meetings of the board of Trustees shall be held whenever called by the President or by one of the trustees, at such time and place as may be specified in the respective notices or waivers of notice thereof.

(B) Notice of special meetings shall be delivered to each trustee by mail or otherwise, addressed to him/her at his/her residence, at least two (2) days before the day on which the meeting is to be held. A notice, or waiver of notice, need not specify the purpose of the meeting.

(C) Notice of any special meeting shall not be required to be given at any trustee who shall attend such meeting without protesting prior thereto, or at its commencement, the lack of notice to him/her, or who submits a signed waiver of notice, whether before or after the meeting. Notice of any adjourned meeting shall not be required to be given.

Section 5: President.

At all meetings of the Board of Trustees, the President of the Board, if any and if present, shall preside. If there shall be no President, or he/she shall be absent, then the Vice President will preside and, if he/she is absent, a Chairman chosen by the Trustees shall preside.

Section 6: Quorum and Adjournments.

(A) At all meetings of the Board of Trustees, the presence of a majority of the entire Board shall be necessary and sufficient to constitute a quorum for the transaction of business, except as otherwise provided by law or by these By-Laws.

(B) A majority of the trustees present at the time and place of any regular or special meeting, although less than a quorum, may adjourn the same from time to time without notice, until a quorum shall be present.

ARTICLE III- OFFICERS

Section 1: Number, Qualifications, Election and Term of Office.

(A) The officers of the Library Board shall consist of a President, Vice President and Secretary.

(B) The officers shall be elected by the Board of Trustees at the regular annual meeting of the Board following the end of the fiscal year, which is June 30th.

(C) Each officer shall hold office until the annual meeting of the Board of Trustees next succeeding his/her election following the end of the fiscal year, and until his/her successor shall have been elected and qualified, or until his/her death, resignation or removal.

Section 2: Duties of Officers.

(A) President.

The President of the Board of Trustees shall be the chief executive officer of the Library. The President shall execute any and all papers, instruments or documents which have received and approval of the Board of Trustees, on behalf of the Board of Trustees.

(B) Vice President.

The Vice President of the Board of Trustees shall serve only in the absence of the president, and then only in matters delegated to him/her by the Board. The Vice President shall cooperate in any and all matters with the President.

(C) Secretary.

The Secretary shall keep the minutes of the board meetings and preserve the same for future reference and use.

Section 3: Resignation.

Any officer may resign at any time by giving written notice of such resignation to the Board of Trustees, or to the President or the Secretary of the Board of Trustees.

Section 4: Removal.

Any officer may be removed, either with or without cause, and a successor elected by the Board at any time.

Section 5 Vacancies.

A vacancy in any office may at any time be filled for the unexpired portion of a term by the Board of Trustees.

ARTICLE IV - FISCAL YEAR

The Fiscal year of the Library shall be July 1st to June 30th inclusive, subject to applicable law.

ARTICLE V - AMENDMENTS

The Board of Trustees shall have the power to make, adopt, alter, amend and repeal, from time to time, by-laws of the Library, provided, however, that the Board of Trustees shall not exercise any power that is in direct conflict with any laws and ordinances granting such powers.

The undersigned President and Secretary certify that the foregoing by-laws have been adopted this _____ day of _____, 2022

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Dated: _____

President

Attest:

Secretary