

# Library Council Bylaws

## ARTICLE I.

### *NAME*

The name of this organization shall be the "**Library Council of Washington.**"

## ARTICLE II.

### *MISSION*

The mission of the Library Council of Washington is to promote access to library services and information resources for all people of the state of Washington. To meet this commitment, the council's membership represents the broadest possible range of library community interests.

## ARTICLE III.

### *MEMBERSHIP*

#### *Section 1. Appointment:*

Under the authority of WAC 304-12-040, thirteen (13) members will be appointed by the State Librarian and the Secretary of State.

#### *Section 2. Term:*

Members shall be appointed for three (3) year terms. The term of office shall begin on January 1 of each year. No person shall be appointed for more than two (2) full consecutive terms. An individual serving at least one year of an unexpired term shall be considered to have served a full term.

#### *Section 3. Representation:*

Members shall be appointed to represent the library and communities and constituencies as specifically outlined by the Library Council of Washington.

#### *Section 4. Vacancies:*

Vacancies shall be filled by appointment for the un-expired term.

#### *Section 5. Compensation:*

Council members shall serve without compensation, but will be reimbursed for subsistence, lodging and travel expenses for Council meetings and approved business of the Council, in accordance with the provisions of the Washington State Travel Regulations.

#### *Section 6. Removal:*

The Council may recommend that the State Librarian and the Secretary of State appoint a replacement for any member whose absences impair effective participation on the Council.

#### *Section 7. Ex-Officio Members of Library Council:*

The Washington State Librarian and the Dean of the Information School at the University of Washington shall be ex-officio members of the Library Council of Washington. These members shall attend and participate in all matters of the Council, or any standing or special committee, but will not have the right to vote.

## ARTICLE IV.

### *OFFICERS*

#### *Section 1. Election:*

The Council shall elect from its membership a Chair and Vice-Chair at the last meeting of the year.

#### *Section 2. Term:*

Officers elected shall serve one year or until their successors are elected.

#### *Section 3. Chair:*

The Chair of the Council shall preside at all meetings of the Library Council of Washington, appoint all committees, act and perform all other duties necessary for the fulfillment of the objectives and decisions of the Library Council of Washington.

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## ***Section 4. Vice-Chair:***

The Vice-Chair shall preside in the absence of the Chair and fulfill the duties of the Chair in the Chair's absence, inability to serve, or removal from office.

## ***Section 5. Secretary:***

The State Librarian or designee shall serve as Secretary of the Council. The Secretary shall ensure that a true and accurate record is maintained of all meetings of the Council.

## **ARTICLE V.**

### ***MEETINGS***

#### ***Section 1. Schedule:***

Regular meetings of the Council shall be held as the Council may, from time to time, designate, but not less than quarterly. The date, hour and location shall be set by the Council, according to the laws of the state of Washington. A tentative schedule for the upcoming year shall be determined at the last two meetings of the year.

#### ***Section 2. Special Meetings, Emergency Meetings and Study Sessions:***

Special meetings, emergency meetings and study sessions shall be scheduled as needed and in accordance with the laws of the state of Washington.

#### ***Section 3. Quorum:***

Seven members shall constitute a quorum. A majority of those present shall be necessary to take action on any item coming before the Council. Council members participating in any meeting by teleconference, videoconference or other electronic means shall be deemed present for the purpose of determining a quorum or for voting.

## **ARTICLE VI.**

### ***COMMITTEES***

#### ***Section 1.***

Standing or special committees shall be appointed by the Chair, from time to time, as deemed necessary. The following standing committee is recognized: A. Nominating Committee - The Nominating Committee shall be composed of three members, appointed from Council membership. The Nominating Committee is responsible for the recruitment process, evaluating applicants, and making recommendations on appointments to the full Council.

## **ARTICLE VII.**

### ***AMENDMENTS***

These Bylaws may be revised or amended at any regular or special meeting of the Council upon an affirmative vote of at least three-fourths (3/4) or more of the members present, in person or by proxy, with the provision that the Council receive copies of the proposed changes at least one (1) week prior to the meeting.

Originally adopted by resolution of the Library Council of Washington on January 5, 1999.

Amended to include the addition of Dean of the Information School at the University of Washington or designees as an ex-officio member on July 20, 1999.

Amended to reflect the transition of the Washington State Library into the Office of Secretary of State, the elimination of the Washington State Library Commission, adjustments to the elections and terms of officers, and the re-establishment of a membership nominating committee on September 5, 2002.

Amended on September 21, 2010 to define what constitutes a full term when a new member is appointed to serve the remainder of an unexpired term.