

By-Laws
Pulaski Public Library

Revised and approved by the Library Board of Trustees on February 8, 2022.

Article I - Board of Trustees

1. The number of trustees shall not be less than 5 nor more than 11.
2. The current number of voting positions on the Board of Trustees is 7.
3. The term of office shall be 5 years with the terms to be staggered. Terms run from April 1 through March 31.
4. Trustees shall serve no more than 5 terms.
5. Vacancies among the trustees shall be filled by a recommendation of a majority of the trustees to the village board.

Article II — Officers

1. The officers of the Board shall be a president, a vice-president, and a secretary with the Village Clerk serving as the treasurer.
2. All officers all have the usual powers associated with their office.
3. Election of officers of the board shall be held at the June meeting.

Article III — Meetings

1. Regular meetings shall be held each month at dates and times to be established by the board at the beginning of the fiscal year. Meetings may be postponed or the president may cancel a meeting if a quorum cannot be in attendance.
2. Special meetings shall be held at the call of the president or any 4 trustees.
3. All meetings of The Board, except executive sessions, are subject to the New York State Open Meeting Law and are open to the public.
3. A majority of the board still constitute a quorum.
4. The order of business shall be as follows:
 - Roll call
 - Review of minutes of previous meeting
 - Financial report and approval of expenditures
 - Reports of the Library Director
 - Reports of standing committees
 - Reports of special committees
 - Nomination and elections, if any
 - Correspondence and communications
 - Unfinished business
 - New business.
 - Adjournment
5. Vacancies among the officers shall be filled at an election at a regular meeting, and a majority vote of the trustees shall be necessary to an election.

6. If a Trustee shall fail to attend three consecutive meetings without an excuse accepted as satisfactory by the Board, the Trustee shall be deemed to have resigned and the vacancy shall be filled. Acceptable excuses include, but are not limited to the following: illness, family emergency, and work related responsibilities.

Article IV — Committees

1. The following will be standing committees: Public Relations, Budget and Finance.
2. The president of the board shall appoint all committee members.
3. Ad hoc committees may be appointed by the president with the approval of the board. Non-board members may be appointed to such committees to bring special capabilities for the resolution of concerns confronting the committee.
4. All committee actions are subject to approval by a majority of the board.

Article V — Library Director

1. The board shall appoint a qualified library director who shall be the executive and administrative officer of the library.
2. The director shall be held responsible for the proper performance of duties as spelled out in the job description provided by the board.
3. It shall be the duty of the director to attend all meetings of the board, including budget meetings, or public meetings where action may be taken affecting the interests of the library. The director shall have the right to speak on all matters under discussion at board meetings, but shall not have the right to vote thereon.

Article VI - Amendments

1. These by-laws may be repealed, amended or added to by a majority vote of the whole board at a regular meeting. Such action may be taken, however, only after the substance of the proposed appeal, amendment, or addition has been presented 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.