

BY-LAWS
For the Board of Trustees
Forest Lodge Library – Cable, WI

ARTICLE I – PURPOSE

The purpose of the Forest Lodge Library Board of Trustees is to establish the administrative policies as pursuant to WI State Statues Chapter 43.

ARTICLE II – LOCATION

The principal office of the Library Board, at which the general business of the library is transacted and where the records of the library are kept, is the Forest Lodge Library, located at 13450 County Highway M, Cable, WI, 54821.

ARTICLE III – MEMBERSHIP – WI State Statues Sec. 43.54

Section 1. The number of members of the Board of Trustees shall be seven. Four (4) members shall be appointed by the Town of Cable and two (2) members shall be appointed by the Town of Namakagon. One (1) member shall be the Superintendent of the Drummond School District, or his appointee, with formal appointment by the Town of Cable, the library fiscal agent.

Section 2. Trustees will be representatives of areas that serve the library but need not of necessity reside within municipal boundaries.(per WI S.S. 43.54: “not more than 2 members may be residents of other municipalities.”) Trustees will be in agreement with the goals and policies of the library. The library is committed to a policy of fair representation on the Board of Trustees, and does no discriminate on the basis of race, physical handicap, sex, religion, sexual orientation, age, financial status, or political affiliation, etc.

Section 3. The Respective Town Boards appoint the Trustees. Potential members are compiled from the public posting of a vacancy.

Section 4. When a Trustee’s term is finished and he/she wishes to hold the allowed 2nd term, said Trustee will provide a request, in writing, to the Library Board President, who will then pass the information to the respective Town Chairman. If the tern cannot be fulfilled, or a second term is not requested , the same procedure of notification will follow. Vacancy notices shall be publically posted by the Library Director. Letters of interest will be reviewed by the Trustees and recommendations will be forwarded to the appropriate Town Chairman. Vacancies will be filled as soon as possible.

Section 5. The term of office for Trustees is three years. A Trustee shall serve no more than two full consecutive terms and a former Trustee may be reappointed after a one year hiatus. If a Trustee is appointed to serve an unexpired term of office exceeding eighteen months, it shall be considered a full term.

Section 6. No compensation will be paid to any member of the Library Board with the exception of expenses incurred in the course of attending meetings or workshops with prior board approval.

ARTICLE IV – MEETINGS

Section 1. The Board's official meetings shall be once a month. Members are expected to attend all meetings. If a member cannot attend, the President should be notified prior to the meeting. The Library Director will post all meetings with an agenda indicating the time, date, and place of the meeting.

Section 2. The Board will meet annually, in the month of April, or as otherwise determined by the Library Board, to elect a President and other officers as deemed necessary by the sitting board.

Section 3. Special meetings of the Board may be called at any time by the President, provided they are properly posted. Except in cases of emergency, at least 24 hours notice shall be given. Closed meetings need 48 hours notice. In no case may less than two hours notice be given.

Section 4. At all Library Board meetings, each member present is entitled to cast one vote on any motion coming before the Board. The presence of four members constitutes a quorum. One Namakagon representative must be present for any vote.

Section 5. Minutes of all meetings shall, at a minimum, indicate all persons present, all items of business, all motions (except those that were withdrawn) and the result of all votes taken. Current Board minutes shall be available at the library within one week of said meeting.

Section 6. All Board meetings and all committee meetings shall be held in compliance with Wisconsin's open meeting law. (WI State Statutes 19.81-19.98)

ARTICLE V – OFFICERS

Section 1. The officers of the Board are: President, Vice-President and Secretary.

Section 2. Officers are elected by Board majority at the annual meeting and serve a one-year term.

Section 3. A vacancy in the offices may be filled by a majority vote of the Board at any regular or special meeting.

Section 4. The President is the chief executive officer of the Board. It is the duty of the President to preside at all meetings and to have general supervision of the affairs of the Board. He/she will execute, on behalf of the Board, all contracts, deeds, conveyances,

and other instruments in writing that may be required for authorization by the Library Board.

Section 5. It will be the duty of the Vice-President to act in the absence or disability of the President. In the absence of the President, the execution by the vice-President on behalf of the Board of any instrument will have the same force and effect as the President.

Section 6. It will be the duty of the Secretary to take official minutes at every meeting, provide them to the Library Director and Trustees within one week, and post Board vacancies or other functions as dictated by the Board.

ARTICLE VI – COMMITTEES

Section 1. The Library Board of Trustees may designate one or more ad hoc committees, each of which will consist of at least one committee chair and two or more committee members. Committee members may be members of the Board of Trustees, library staff, or other interested individuals. The chair of the committee will be approved by the Library Board and will act with Board approval. After consultation with the committee chair, the Library Board will appoint committee members. The studies, findings and recommendations of all committees will be reported to the Library Board. Committees may adopt such rules for the conduct of business as are appropriate and are consistent with these bylaws and state laws.

Section 2. Committees shall have advisory powers only.

ARTICLE VII – LIBRARY DIRECTOR

The Library Director shall be hired by the Library Board and be responsible to the Board. The Library Director is considered the executive officer of the library under the direction and review of the Board, and subject to the policies established by the Board. The Director shall act as a technical advisor to the Board. The Director is invited to all Board meetings (but may be excluded from closed sessions) and has no vote.

ARTICLE VIII – CONFLICT OF INTEREST

Section 1. Board members may not, in their private capacity, negotiate, bid for, nor enter into a contract with the Forest Lodge Library in which they have a direct or indirect financial interest.

Section 2. A Trustee shall withdraw from any Board discussion, deliberation and/or vote on any matter in which the Trustee, immediate family members, or an organization with which the Trustee is associated, has a substantial financial interest.

Section 3. A Trustee may not receive anything of value that could reasonably be expected to influence his/her vote or other official action.

ARTICLE IX – AMENDMENTS

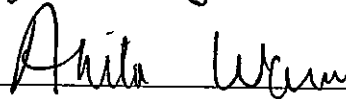
The Library Board of Trustees may amend these bylaws to include or omit any provision as allowed by the law at the time the amendment is made. Upon written notice of at least 28 days, any number of bylaw amendments, or an entire revision of the bylaws, may be submitted and voted on at an official meeting and will be adopted at such a meeting upon receiving a 2/3 vote of the members of the Library Board.

These BY-LAWS of the Forest Lodge Public Library were adopted on August 6, 1997 and amended on August 29, 2007 and on August 11, 2011 and on this date, February 11, 2015 by the Forest Lodge Library Board of Trustees signed below.

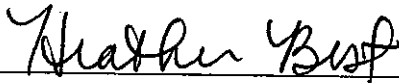
Krista Love
President



Anita Warren
Vice-President



Heather Best
Secretary



43.54 governing MUNICIPAL LIBRARY BOARD COMPOSITION says that "Members shall be residents of the municipality, except that not more than 2 members may be residents of other municipalities."

43.54 (1m) (a) "Boards appointed for joint libraries under s. 43.54 shall: 1. Consist of 7 to 11 members and be representative of the populations of the participating municipalities."