

RIO GRANDE COUNTY LIBRARY DISTRICT

BYLAWS

Approved by Board of Trustees
July 14, 1992

ARTICLE I -- NAME

Section 1. The name of the organization shall be the Rio Grande County Library District, hereinafter referred to as the "District".

ARTICLE II -- AUTHORITY

Section 1. The District is an organization created by authority of Colorado Revised Statutes ORS 1990 24-90-101 thru 24-90-119.

ARTICLE III -- PURPOSE

Section 1. The purpose of this District is to assure quality library services to citizens of Rio Grande County thru the receipt and disbursement of public funds.

ARTICLE IV -- COMPOSITION AND APPOINTMENT OF THE BOARD OF TRUSTEES

Section 1. The District shall be governed by a board of trustees as specified in the provisions of C.R.S. 24-90-108 and shall be composed of seven members. Two of said members shall be selected from the boundaries of the Monte Vista school district, two shall be selected from the boundaries of Del Norte school district, one shall be selected from the boundaries of the Sargent/Center school district, one shall be at large, and one shall be a member of the Board of County Commissioners of Rio Grande County; provided, however that one of the two members from the Monte Vista school district and one of the two members from the Del Norte school district shall be members of the existing public library boards contained within those districts. The manner of appointment of said trustees shall be as specified in C.R.S. 24-90-108(3)(a). Replacements to the Rio Grande County Library Board of Trustees shall be appointed by recommendation of the Library Board of Trustees and shall be ratified by two-third's majority of each of the following legislative bodies: the Board of Trustees of the Town of Del Norte, the City Council of the City of Monte Vista, and the Board of County Commissioners of Rio Grande County.

Section 2. The first members of this Board shall be named to staggered terms of one, two, three, four and five years. Thereafter, the term of office is five years. Vacancies are filled in the manner by which members are regularly named and are filled for the remainder of the unexpired term.

Section 3. A board member may serve for no more than two complete consecutive terms. Additionally he/she may serve for the remainder of the term for a board member whose vacancy he/she is filling.

Section 4. A library trustee may be removed only by a majority vote of the appointing legislative bodies, but only upon a showing of good cause:

- 1) Missing more than two consecutive meetings without good cause.
- 2) Acting in a way that is against the best interests of the library.
- 3) Moving outside their area of designation.
- 4) Trustee no longer qualifies under the terms of their appointment as stated in Article IV, Section 1.

Section 5. Trustees serve without compensation except for necessary travel and subsistence expenses incurred, which may be reimbursed. Any reimbursement must be approved by the board.

Section 6. Upon the resignation or removal of a board member, the secretary of the Board will notify the Rio Grande County Commissioners, the Board members of the Town of Del Norte, and the Council members of the City of Monte Vista of the vacancy and immediately advertise the position. Applicants will send letters of intent to the Board of Trustees of the Rio Grande Co. Library District. The Board of Trustees will review the letters of intent and make a recommendation for appointment to the legislative bodies. Following the ratifying by two-thirds majority, each legislative body will notify the District. Once all three legislative bodies have notified the District of approval, the District will announce the appointment of the designated trustee and notify the new appointee in writing.

ARTICLE V -- OFFICERS AND DUTIES

Section 1. The officers of the Board shall be a president, vice-president, and a secretary-treasurer. The Board may elect other officers as it deems to be needed.

Section 2. Officers are elected annually at the first meeting of each calendar year for a one-year term. No member may serve in one office longer than two years.

Section 3. The president shall preside at all meetings of the Board, appoint members of committees, and perform such other duties as are associated with the office. The vice-president shall perform all the duties of the president in his/her absence. The secretary-treasurer shall be responsible for the minutes of the meetings, monthly disbursements of monies received, and perform other such duties as are assigned by the Board.

Section 4. Upon the removal or resignation of any officer, the position will be filled by a special election at the next regular meeting.

ARTICLE VI -- MEETINGS

Section 1. Meetings will be held every other month with the date, time, and place to be set by the Board. The Board will abide by all requirements of Colorado law regarding open meetings and notification.

Section 2. Special meetings may be held at any time when called by the president or at the request of other members. All members must be notified at least 24 hours in advance of a special meeting.

Section 3. A quorum of the Board consists of five (5) members.

Section 4. New officers will be elected at the first meeting of each calendar year.

Section 5. Visitors wishing to make a presentation shall contact the president in advance and request placement on the agenda. Time limits for presentations will be set by the president.

ARTICLE VII -- BUDGETS

Section 1. Disbursement procedures will be set by the board of trustees for the disbursement on monies.

Section 2. The participating libraries will submit a proposed budget by a specific date set by the Library District. The Library District Trustees will set up guidelines for the proposals.

ARTICLE VIII -- COMMITTEES

Section 1. The Board of Trustees may function as a committee of the whole without appointment of standing committees.

Section 2. Special committees may be authorized and appointed by the president for special, limited purposes and shall serve only until completion of the assignment. Special committees may consist of persons other than trustees.

ARTICLE IX -- PARLIAMENTARY AUTHORITY

Section 1. ROBERT'S RULES OF ORDER, latest revision, shall govern the proceedings of the Board and of its committees to the extent applicable.

ARTICLE X -- AMENDMENTS

Section 1. Amendments to these bylaws or to any policy documents of the Board may be adopted by a majority vote of members of the Board present at a regular meeting subsequent to notification of the proposed change. Date of adoption will be noted.

Adopted by the Board on July 14, 1992.

Submitted to the governmental agencies on July 14, 1992.

RIO GRANDE COUNTY LIBRARY DISTRICT

AMENDMENTS TO BYLAWS

Approved by the Board of Trustees
January 11, 1994

ARTICLE V -- OFFICERS AND DUTIES

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AMENDMENT TO BYLAWS

Approved by the Board of Trustees
October 12, 2004

Article VII: Section 3--Budgets

The participating libraries will submit a nine month financial statement for County Board review at the October meeting.

Adopted by the Board on October 12, 2004

Submitted to the governmental agencies on December 14, 2004