

Oswego County BOCES
School Library System
Council Membership

Bylaws

Section 1: Representation

- a. The Council shall number 10 voting members.
- b. Each school district shall have one representative on the Council. There shall be one representative from the Parochial Schools, one from the North Country Reference & Research Resources Council, one from the Public Library System, and one from the Academic Libraries.
- c. The School Library System Director and Assistant shall be non-voting members of the Council.
- d. Every effort shall be made to solicit members from the following groups within the school districts: administrators, elementary school library media specialists, secondary school library media specialists, teachers, parents and students.
- e. All members shall be regarded as equals despite differences in the size of the districts represented.

Section 2: Term of Office

- a. Each member shall serve for a term of three years. Members may serve a second consecutive term.
- b. Term limits are staggered by one year so that the entire Council does not go off at the same time.
- c. Vacancies shall be filled by invitation of the Council and the Director with recommendations taken from Council members and the Liaisons.
- d. Every attempt will be made to fill vacancies within a six-month time frame.
- e. Membership shall be confirmed by the BOCES governing board.

Section 3: Meetings

- a. The Council shall meet at least four times per year.
- b. Meetings for the next year will be set no later than the last meeting of the year.

- c. Members should be prepared to mark these dates on their calendars. Every effort will be made to hold meetings during months where travel is less hazardous.
- d. Members who miss more than three consecutive meetings will be considered as having resigned and a new member will be appointed.
- e. Minutes of the meetings will be taken and distributed by email and print to Council members.

Section 4: Quorum

- a. A quorum is the number of members necessary to pass motions and conduct business. A quorum shall be considered a majority of the appointed members of the Council.

Section 5: Voting

- a. Each member shall have one vote and must be present to use that vote.

Section 6: Officers

- a. A Council Chair will be elected by the Council members.
- b. A Vice Chair will be elected by the Council members.
- c. A ballot will be mailed to all Council members no later than ten days prior to the election

Section 7: Duties of the Council Chair

- a. Prepare agendas for Council meetings.
- b. Conduct the Council Meetings.
- c. Facilitate discussions.
- d. Organize committees on an as needed basis.

Section 8: Duties of the Vice-Council Chair

- a. Assume the duties of the Council Chair in the event that the Council Chair becomes vacant.
- b. Assume facilitation of meetings in the absence of the Council Chair.

Section 9: Amendments to the By-Laws

- a. Amendments to the bylaws will be approved when quorum (6 members) of the Council is in agreement.