



Report of the Bylaws, Policy, and Procedures Committee

Committee Members: Janet Schnitzer (Chair); John Bickford, Camilla W. von Bergen

Staff Liaisons: Tom Sloan, Linda Vittone

Committee members conferred via phone regarding three questions that have arisen:

1. Bylaws, ARTICLE IV: BOARD OF TRUSTEES Section 4, Term of Office

The committee is in agreement to leave the term of office as established, 5-year terms for trustees.

2. Bylaws, ARTICLE IV: BOARD OF TRUSTEES, Section 5, Filling of Vacancies

The committee is in agreement to add clarifying language that the “Chair of Elections” is the “Chair of the Nominating and Elections Committee”.

- b. Immediately following declaration by the Board that a vacancy exists, notice thereof shall be given by the Chair of Elections *the Nominating and Elections Committee* by regular mail to the President of the Board of each member library of the county in which such vacancy occurs. For any vacancy which occurs between an Annual Membership Meeting and the second board meeting prior to the subsequent Annual Membership Meeting the notice shall also request recommendations for the appointment. At the next regular meeting, but not less than 25 days after mailing of such notice, the Board shall fill, by appointment, that part of the vacancy, which coincides with the current calendar year. At the Annual Membership Meeting any unexpired part of the position shall be filled by election through the procedure provided for in Section 3.

3. Bylaws, ARTICLE VII: MEETINGS, Section 2, Part A

The committee is in agreement to recognize email is primarily used for notifications.

- a. Trustees shall be notified ~~at their usual address, by mail,~~ not fewer than five days prior to the meeting.

✓ ***The Committee recommends the Board proposes amendments, as stated in items 2 and 3 above, to the Bylaws.***

Bylaws, ARTICLE XII: AMENDMENTS

Sec. 1. Amendments to these bylaws may be proposed by the MHLS Board of Trustees, or submitted to the MHLS Board of Trustees by a resolution of the Board of Trustees of any member library, in writing, at least 120 days prior to a membership meeting. Amendment shall be by a majority vote of the designated representatives of member libraries voting at any membership meeting provided that the text of the proposed changes shall have been mailed to the board president of all member libraries at least 90 days prior to the membership meeting.

BYLAWS, POLICY AND PROCEDURES COMMITTEE

Reviews the MHLS Bylaws and presents a report and recommendations at the Board of Trustees May meeting, following which the board may present its recommendations for amendments at the annual meeting.