

2 ORGANIZATION
2.3 Board of Trustees
2.3.2 Bylaws (continued)

2. The full Board and the treasurer constitute the Board of Finance and shall meet annually in January, after the first Monday and on or before the last day of January, to review finances and depositories, per IC 5-13-7-5 et seq.
3. Regular, special and executive session meetings will be publicized and conducted in accordance with the Open Door Law of Indiana (IC 5-14-1.5).
4. Special meetings may be called by the president, or upon written request of two (2) members, for the transaction of business as stated in the call, per IC 36-12-2-23. Notice stating the time and place of any special meeting and the purpose for which the meeting is called shall be given each member of the Board at least two (2) days in advance of such meeting and to the local media 48 hours in advance, excluding holidays and weekends, per IC 5-14-1.5-5.
5. A quorum for the transaction of business shall consist of a simple majority, which is equal to 50% of the seats established by law plus one, regardless of any current vacancies on a library's board. The president may vote and may move or second a proposal before the Board.
6. Robert's Rules of Order, latest revised edition, shall govern the parliamentary procedure of the Board.
7. Copies of the agenda shall be in the hands of the Board members at least 48 hours before meeting time.
8. The Board recognizes the value of public comment on issues that affect the Library and the importance of allowing members of the public to express themselves on these matters. (See guidelines for addressing the Board.)

Article VI: Director

1. The Board shall select a librarian who holds a certificate under IC 36-12-11 to serve as the director of the Library. The selection shall be made solely upon the basis of the candidate's training and proficiency in the science of library administration. The Board shall fix the compensation of the director. The director, as the administrative head of the Library, is responsible to the Board for the operation and management of the Library, per IC 36-12-2-24(a).
2. The director shall be held responsible for the care of the building(s) and equipment, for the employment and direction of the staff, for the efficiency of the Library's service to the public, for the administration of the long range plan and short term goals, and for the operation of the Library under the financial conditions set forth in the annual budget.
3. The director shall attend all Board meetings, except those at which her/his appointment, salary, or performance is to be discussed or decided.