

2 ORGANIZATION  
2.3 Board of Trustees  
2.3.2 Bylaws (continued)

5. The president shall preside at meetings of the Board, authorize calls for any special meetings, appoint committees, execute documents authorized by the Board, serve as ex-officio voting member of committees, and generally perform duties associated with the office.
6. The vice president, in the absence of the president or in the event of a vacancy in that office, shall assume and perform the duties and functions of the president.
7. The secretary shall assure that an accurate record of the meetings of the Board is maintained and shall perform such other duties as are generally associated with that office.
8. In addition to duties outlined in IC 36-12-2-22, the treasurer shall be responsible for and keep a detailed account of receipts and expenditures and be responsible for monthly reports and an annual report of receipts and expenditures; shall sign all warrants approved by the Board. The treasurer shall be bonded.
9. Any officer may be removed by the Board at any regular or special meeting by a majority vote of the entire membership of the Board.
10. In the event of a vacancy in the office of president, the remaining Board members shall elect a new officer to fill the unexpired term. In the event of a vacancy in the office of vice president or secretary, the president shall appoint a member of the Board to fill the unexpired term.

Article IV: Committees

1. The Standing Committees of the Board are:
  - Personnel and Policy
  - Building and Grounds
  - Finance
  - Planning
2. The Finance Committee includes the treasurer. Unless otherwise noted, member(s) of these committees shall be appointed by the president, with the approval of the Board.
3. The president may appoint other committees for such specific purposes as the business of the Board may require.
4. Committees shall act in an advisory capacity unless authorized by the Board to take specific action.

Article V: Meetings

1. The regular meetings of the Board shall be held on the fourth Monday of each month at 5:30 p.m. at the Library with the May meeting being the annual meeting, per IC 36-12-2-23.