

By-laws of the Southeast Kansas Library System

Last revised June 2, 2023

I. Name

- A. The name of this regional system of cooperating libraries is Southeast Kansas Library System.
- B. Organization: This regional system of cooperating libraries is organized under K.S.A. 75-2547 et seq. and subsequent amendments thereto.

II. Membership

- A. Membership is by petition to the System Board. If approved, the petition must be further approved by the State Library of Kansas Board.
- B. A library may withdraw from membership in the System by submitting written notification to the System's governing body one year prior to the adoption of the annual budget, subject to approval of the State Library of Kansas Board.
- C. In the event of the withdrawal of a participating library from the System, all System property shall be returned to the System. Purchases by a library from any System allocation or grant funds remain the property of that library.

III. System Board

- A. The System Board shall consist of one representative selected by each of the local boards of participating libraries, and one representative at large appointed by the county commission of each county levying the system tax.
- B. The System Board shall have the authority and power as set forth in K.S.A. 75-2550 and shall adopt such policies, programs, and regulations as are necessary to the operation of the library system.
- C. Representatives to the Board shall be appointed by each local board for yearly terms.

IV. Voting

- A. Each designated representative, or alternate who may be in attendance, shall have one vote.

V. Meeting

- A. One annual meeting shall be held as required by law to approve the budget. Other meetings may be called by the president of the System Board should the need arise. Any system representative may request a meeting of the Board. Thirty-day notice shall be given on all meetings. All interested persons may attend meetings of the System Board.

VI. Quorum

A. Any number of designated representatives at a regularly called meeting shall constitute a quorum.

VII. Executive Board

A. The Executive Board shall be elected at the annual meeting. A nominating committee shall present a slate of nominees. Additional nominations may be made from the floor. Any designated representative or alternate to the System Board is eligible for election to the Executive Board. No member of the Executive Board shall serve more than eight consecutive years.

B. The Executive Board shall consist of a President; representatives of three public libraries, two school libraries, and one academic or special library; one county appointee; and one member at large. The three public library representatives are to include one each from Gateway or Linking libraries, Service Center I libraries, and Service Center II or Major Service Center libraries, as defined in state standards. Terms shall be for two years, with four terms expiring in even-numbered years and five in odd-numbered years. At its first meeting following the annual meeting, the Executive Board shall select from among its members a vice president, secretary, and treasurer. The System Librarian shall be an ex-officio and non-voting member.

C. All functions of the System Board shall be delegated to the Executive Board under authority of K.S.A. 75-2550a, except for adoption of the annual budget, election of Executive Board members (except for filling vacancies), amendment of bylaws, and approval of petitions for System membership.

D. The Executive Board shall meet on a schedule determined by the Board but not less than quarterly. A quorum of this Board is five.

E. In the event of a vacancy on the Executive Board the other members shall elect a member to fill in from among duly appointed representatives, for the interim until election.

VIII. Committees

A. The president shall appoint a Nominating Committee.

B. The president may appoint other committees with approval of the Executive Board.

IX. Amendments

A. Amendments to by-laws require the vote of a majority of board members present at any legally-called meeting. Proposals for amendments shall be sent out at least thirty (30) days in advance of a legally-called meeting.

X. Reimbursement

A. The Executive Board shall receive no salary, but all shall receive reimbursement for actual expenses incurred in attending functions of the System, State, or others as provided.