

Wells Memorial Library Association  
Bylaws - reviewed and re-approved 2021

1. The name of this association shall be the Wells Memorial Library Association.
2. It shall be located at Upper Jay, Essex County, New York.
3. Its object shall be to maintain a circulating library and reading room free for public use to the inhabitants of the Town of Jay, and to those residents served by the CEF Library System.
4. Board meetings shall be held every month on the first Thursday at 7:00 p.m. and are open to the public. Special meeting may be called by the President or by any two trustees. Five days notice shall be given by the secretary, whenever possible. Members shall form a quorum.
5. The Library Board shall consist of 5-11 trustees elected to serve five year terms. Upon termination of the five year term, the trustee will continue his/her term until a successor is elected. Every other January, trustees shall elect from their own number a president, vice-president, treasurer, and secretary to hold office for two years. Elected officers may serve successive terms if approved by a majority vote. Any vacancy occurring during the term of a trustee shall be filled by vote of the remaining trustees at the next business meeting. Such vote is subject to final approval by members of the association.
6. The trustees shall oversee the general management of the library and its property. They shall provide ways and means for its maintenance, endowment, and equipment. They shall make rules for its convenient and free use by the public. They shall appoint and fix the salary of a competent librarian and of assistants or other necessary employees. They shall update and approve bylaws, appoint needed committees and assume responsibility for such other powers and duties as are prescribed for public libraries by state law. They shall report annually to the association.

The president shall be responsible for organizing and leading board meetings, for delegating duties to other board members and for maintaining communication among all members.

The vice-president shall assist the president and shall assume the president's duties when necessary.

The secretary shall keep a record of all library meetings and of all official action of the trustees.

The treasurer shall receive, hold, and pay out the funds of the library under the direction of the trustees and shall furnish such bonds as they require.

The librarian shall have charge of the library and its operation under the direction of the trustees.

7. These bylaws may be amended by 2/3 vote of the members present at any duly scheduled board meeting if written notice of the proposed amendment was contained in the call for the meeting.
8. Upon the dissolution of the Wells Memorial Library Association, the trustees shall make provision for the payment of all outstanding liabilities of the association, and shall dispose of all the assets of the association in such a manner, or to such organization(s) operated exclusively for charitable, or educational, purposes as shall at the time qualify as an exempt organization under 501(c)3 of the Internal Revenue Code of 1954 (or any corresponding provision of a future IRS law) as the trustees shall determine to be proper.