

NASHVILLE PUBLIC LIBRARY
STANDING POLICY RULES AND BYLAWS OF THE LIBRARY BOARD

I.

The officers of the Board shall be a chairman, a vice-chairman, and a secretary who serve for one-year renewable terms beginning July 1 of each year, chosen by election of the members of the Board.

II.

The Library Board shall meet on the third Tuesday afternoon of each month, or at the call of the Chairman.

III.

The following shall be the order of business:

1. Call to order by the Chairman (in the absence of the Chairman the Vice Chairman will serve in his place)
2. Roll Call
3. Reading and approval of the Minutes of the previous meeting
4. Communications and Correspondence
5. Report of Chief Librarian
6. Reports of Committees
7. Unfinished business
8. New business
9. Adjournment

IV.

The Chairman may from time to time appoint such Committees as within his discretion the circumstances require.

V.

Four (4) members of the Board shall constitute a quorum. A quorum shall be required to conduct official business.

VI.

Any resolution authorizing the expenditure of funds shall require a majority vote of the Board members present.

VII.

The Secretary shall keep a file of the minutes of the Board and of all resolutions adopted by the Board.

VIII.

No action of the Board may be rescinded except by a majority vote of the full membership of the Board.

IX.

No member of the Board shall travel at Library expense without first obtaining authorization for such travel from the Board.

X.

The Metro Director of Law may furnish to the Board one of his assistants to attend meetings to advise on the matters of law, where and when necessary.

XI.

At all meetings held by the Board the Chairman shall have the authority to limit the number of persons (non-Board members) allowed to speak on an issue and to limit such speakers' time.

XII.

None of the Standing Policy Rules of Order shall be amended or repealed except by affirmative vote of two-thirds (2/3) of the members of the Board. Prior notice of such proposed changes shall be sent all Board members two weeks in advance of meeting. In the consideration of any particular matter any or all of the Rules may be suspended by the unanimous consent of all members of the Board.

XIII.

The Library Board shall formulate and cause to be put into effect rules governing the use of the Library by the public. Such rules and regulations should provide for maximum utilization of the Library facilities in a just and impartial manner.

XIV.

The Library Board subscribes to and adopts the *Library Bill of Rights* and the *Freedom to Read Statement* as adopted by the *American Library Association*.

XV.

No Board member shall call any meeting of the Board or of Board employees without first obtaining approval of the Chairman or in his absence the Vice Chairman.

XVI.

In the absence of a Rule upon any subject not specifically provided for in these Rules, the Board will be governed by *Robert's Rules of Order*.