

PANHANDLE PUBLIC LIBRARY COOPERATIVE SYSTEM

BOARD BY-LAWS

ARTICLE I: NAME

The name of this organization shall be the Panhandle Public Library Cooperative System, hereafter referred to as PPLCS. The Board was established by an Interlocal Agreement signed by the Commissions of Calhoun, Holmes, Jackson, and Washington Counties with an effective date of September 3, 1992.

ARTICLE II: PURPOSE

The purpose of the PPLCS Board shall be to govern and administer the Panhandle Public Library Cooperative System through the office of a single administrative head to be known henceforth as the Administrator. Such governance and administration shall be in accordance with the regulations of the State Library of Florida as found in Chapter 257 of the Florida Statutes and the aforesaid Interlocal Agreement.

ARTICLE III: MEMBERSHIP

Membership on the PPLCS Board and the term of such membership is established by the aforesaid Interlocal Agreement. Each member of the Board shall have one vote.

Members of the PPLCS Board are expected to attend meetings regularly and serve as officers of the PPLCS Board and to serve on such committees as the Chair may see fit to establish.

Absences by PPLCS Board members without cause from three (3) of the regular board meetings shall result in a written notice as to the respective member's intent (see Appendix A, form letter__). No response within 10 days of the receipt of the written notice will be considered resignation. The PPLCS Secretary shall send a written notice to the respective member's county commission notifying the Commissioners of the resignation and requesting a replacement. Copies will also be sent to that member and the member's county library director.

ARTICLE IV: OFFICERS

The officers of the PPLCS Board shall be a Chair and a Vice-Chair, whose duties shall be those usually pertaining to the respective office.

The Chair and Vice-Chair shall be elected at the PPLCS Board Meeting in September of each year. The slate of officers shall be presented by the nominating committee for election at the September Board Meeting. The PPLCS Assistant Administrator shall serve as Secretary to the Board. Officers' terms shall be for one year. In the event of a vacancy of the PPLCS Board Chair, the Vice Chair will complete the term. A Vice Chair will be elected at the next regularly scheduled board meeting.

The voting Library Director Members of the PPLCS Board shall not be eligible to serve as Officers; however, they may chair committees.

ARTICLE V: COMMITTEES

The Standing Committee of the PPLCS Board are: Directors Committee, Personnel Committee, Finance Committee and Planning, Policies, and Procedures Committee with privileges and limitations accorded such committees under Roberts Rule of Order. The PPLCS Chair and the Administrator by virtue of title are automatic members of each committee. Ad Hoc committees shall be created at the Chair’s discretion.

ARTICLE VI: MEETINGS

Dates and times of regular PPLCS Board meetings will be established at the Annual Meeting in October. Special meetings may be called by the Chair, the PPLCS Administrator or by any three PPLCS Board Members.

The current edition of Robert’s Rules of Order shall govern the meetings of the PPLCS Board.

ARTICLE V11: AMENDMENTS

These bylaws may be amended at any regular or special meeting of the Administrative Board by a two-thirds vote, provided that previous notice of the amendment was given to all members at least eight days in advance.

APPROVED: YES _____ X _____ NO _____ DATE: April 11, 2007