

RESOLUTION 2012 - 194

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING THE LIBRARY ADVISORY BOARD'S REVISED BY-LAWS, PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Library Advisory Board by Ordinance 77-34 was made part of the administrative function of the County government; and

WHEREAS, the Library Advisory Board is an advisory board to the Board of County Commissioners of St. Johns County on the establishment, operation, and maintenance of free public library service within St. Johns County; and

WHEREAS, these revised Library Advisory Board By-Laws will provide the best guidelines for supporting the goals and priorities of the Library System;

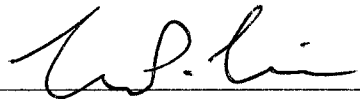
WHEREAS, revised Library Advisory Board By-Laws require approval by the Board of County Commissioners:

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of St. Johns County, Florida, that:


1. The above recitals are hereby adopted as legislative findings of fact.
2. The Board of County Commissioners approves the revised Library Advisory Board By-Laws, which are attached hereto, and incorporated herein as an Exhibit to this Resolution.
3. The effective date for the revised Library Advisory Board By-Laws will be July 17, 2012.
4. To the extent that there are typographical and/or administrative errors that do not change the tone, tenor, or concept of this Resolution, then this Resolution may be revised without subsequent approval of the Board of County Commissioners.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, State of Florida, this 17th day of July, 2012.

**BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA**

By: 
Mark P. Miner, Chairman

ATTEST: Cheryl Strickland, Clerk

By: 
Deputy Clerk

ST. JOHNS COUNTY, FLORIDA

RENDITION DATE 7/19/12



Bylaws Of The St. Johns County Public Library Advisory Board

Article I—Name

This organization shall be called “The St. Johns County Public Library Advisory Board,” (hereinafter referred to as “the Board”) existing by virtue of the St. Johns County Ordinance 77-34, Section 1.

Article II---Governance

These Bylaws shall govern this Board in all of its practices, but shall in no way conflict with the ordinances adopted by the Board of County Commissioners of St. Johns County, and shall comply with the policy guidelines adopted by the Board of County Commissioners from time to time. In its general policies, the Board shall be guided by the current Standards and Guidelines for Florida Public Libraries published by the Florida Library Association.

Article III---General Functions, Powers and Duties

Section 1. The Board shall be part of the administrative function of the County government and shall be an advisory board to the Board of County Commissioners of St. Johns County on the establishment, operation and maintenance of free public library service within St. Johns County. The Board shall keep a record of its deliberations and retain such records in a digital format perpetuity.

Section 2. During March of each year, the Board shall file with the County Commissioners of St. Johns County a report of the operations of the public library service during the last fiscal year, giving such statistics and information as required from time to time by the Board of County Commissioners of St. Johns County.

Section 3. The County Librarian with the support of the Board shall present a tentative annual budget to the County Administrator for submittal to the Board of County Commissioners of St. Johns County, which may appropriate and budget from the general funds as they deem necessary for the operation and maintenance of the St. Johns County Public Library System.

Section 4. The Board shall recommend to the County Administrator and to the Board of County Commissioners a qualified candidate or candidates for the position of County Librarian in the event of a vacancy in that position.

Section 5. The County Librarian and the Board shall recommend to the County Administrator and the Board of County Commissioners of St. Johns County stated standards and policies related to County Library services. A schedule for regular review of

all Library policies, or the proposal of new ones, shall be developed and followed by the County Librarian and the Board.

Article IV---Membership

Section 1. The Board shall consist of seven residents of St. Johns County appointed by the Board of County Commissioners in accordance with the Rules and Policies of the St. Johns County Board of County Commissioners. The County Librarian or his or her designee will serve as staff liaison.

In addition, from time to time, the Library Advisory Board (LAB) may recognize a member who has meritoriously served two full terms and remains otherwise qualified, by recommending them for appointment to the position of "Library Advisory Board Member Emeritus." This recommendation must then be adopted by the St. Johns County Board of County Commissioners (BCC). This appointment will be made as an at-large alternate position, and will continue at the pleasure of the BCC. A Member Emeritus may serve as a voting member in the event there is a vacancy on the LAB or in the event a sitting member of the LAB is absent from a noticed LAB meeting. At no time will there be more than one Member Emeritus currently appointed.

Section 2. All appointments shall be for terms of two (2) years. No individual shall serve more than four (4) consecutive terms on said Board. Reappointment must be by application.

Section 3. The terms of the members of the Board shall commence on October 1 of the year of their appointment, and said members shall serve at the pleasure of the Board of County Commissioners. Any appointment to fill a vacancy shall be for the unexpired term only. But, if reappointed after filling a vacancy, said appointee may serve for four (4) consecutive regular terms, provided that she or he served two years or less in the unexpired term.

Section 4. If any member of the Board ceases to be a qualified elector, or fails to attend three (3) consecutive meetings, or five regular meetings within a fiscal year, the remaining Board members, by majority vote, may recommend to the County Commission that the position be declared vacant and a new member be appointed.

Article V---Officers

Section 1. The officers of the Board shall be a chair, a vice-chair and a secretary, elected by the appointed members of the Board at the annual meeting to be held each year in October.

Section 2. At the annual meeting in October, election of officers shall be by oral, electronic or written ballot, with at least four (4) votes for a candidate required for the election of each officer. Record of the vote will be kept by the County Librarian for the period specified by law.

Section 3. Officers shall serve for a term of one year. No office shall be held by the same person for more than three (3) consecutive years.

Section 4. The chair shall preside at all meetings of the Board, authorize calls for regular and special meetings, appoint all committees, execute all documents authorized by the Board, and generally perform all duties associated with that office. In particular, the chair shall provide leadership in developing the Board's special goals and objectives for the year, and shall, with the advice of the Board, set the agendas for each meeting of the Board.

Section 5. The vice-chair shall assume the duties and functions of the chair in the event of the absence or disability of the chair, or of a vacancy in that office.

Section 6. The Secretary shall be responsible for the minutes of the Board. A Recording Secretary may serve as needed at the discretion of the Chair. The secretary and the Board shall review minutes to ensure a true and accurate record of all meetings of the Board.

Article VI---Meetings

Section 1. The regular meetings normally shall be held monthly but no less frequently than quarterly. The date and hour will be set by the Board at its annual meeting.

Section 2. The order of business for regular meetings shall include, but not be limited to, the following items:

- Approval of minutes of previous meeting
- Correspondence and communications
- Report of Librarian
- Reports of Committees
- Old Business
- New Business
- Adjournment

Section 3. Special meetings may be called by the chair, or at the request of four (4) members, for the transaction of business as stated in the call for the meeting.

Section 4. A quorum for the transaction of business at any meeting shall consist of four (4) members of the Board present in person.

Section 5. All meetings of the Board shall be open to the public.

Section 6. Notice of all meetings of the Board shall be published once in a St. Johns County newspaper, and others as deemed necessary, not less than seven (7) calendar days in advance of the date of such meeting. The published notice will indicate the date, time and place of the meeting.

Article VII---Committees

Section 1. The chair may appoint committees for specific purposes as this Board may require from time to time. The committee shall be considered to be discharged upon the completion of the purposes for which it was appointed and after its report is made to the Board.

Section 2. No committee shall have other than advisory powers.

Article VIII---Bylaws Amendment and Suspension

Section 1. The bylaws may be amended by the majority vote of all members of the Board at the first regular meeting following the passage of a motion to amend made at a regular meeting, or at the first regular meeting following an appointed committee report on revision of the bylaws.

Section 2. These bylaws may be suspended by action of the Board of County Commissioners.

Adopted by the Board of County Commissioners
of St. Johns County, Florida

April 28, 1987

Amended September 13, 1988

Amended January 22, 1991

Amended November 12, 1991

Amended January 11, 1995

Amended May 8, 2002

Amended June 11, 2003

Amended May 11, 2011