

BYLAWS OF THE LASSEN COUNTY LAW LIBRARY

ARTICLE I: NAME

The Board of Trustees of the Lassen County Public Law Library exists by virtue of the provisions of Chapter 5 of the California Business and Professions Code, Sections 6300-6364. The Board exercises the powers and authority and assumes the responsibilities delegated to it under these Sections.

ARTICLE II: MEMBERSHIP

Section 1. The membership of the Board consists of 3 voting members. The voting membership shall consist of those members specified in California Business and Professions Code sections 6301 and 6302.

Section 2. The Board has three officers: President, Vice President, and Secretary. All officers with the exception of the secretary shall serve a term of one year from the annual meeting at which they are elected and until their successors are duly elected.

Section 3. The president shall preside at all meetings, appoint all committees, execute all documents authorized by the Board, serve as an ex officio voting member of all committees, and shall generally perform all other duties associated with that office.

Section 4. The vice-president, in the event of the absence or disability of the president, or a vacancy in that office, shall assume and perform the duties and functions of the president.

Section 5. The secretary shall be responsible for assuring the record of all meetings is true and accurate, that notices of all meetings are issued, that the financial reports are properly filed, and shall generally perform all other duties associated with that office.

ARTICLE III: MEETINGS

Section 1. Regular meetings must be noticed in accordance with the Ralph M. Brown Act and shall be held monthly, the date and hour to be set by the Board.

Section 2. The Annual meeting, which shall be for the purpose of the election of officers, shall be held at the time of the regular meeting in January each year.

Section 3. The order of business at for regular meetings shall be as follows, unless the notice of the meeting provides otherwise:

- (a) Call to order.
- (b) Announcement of a quorum.
- (c) Approval of minutes of previous meeting.
- (d) Announcements
- (e) Reports of officers

- (f) Old, or unfinished, business.
- (g) New Business.
- (h) Adjournment.

Section 4. Special meetings must be noticed in accordance with the Ralph M. Brown Act and must be called for by the secretary at the direction of the president, or at the direction of two (2) voting members in an emergency situation, for the transaction of business as stated in the call for the meeting. Items decided at a special meeting are subject at the next regularly scheduled meeting to a motion for review by any voting member who did not attend the special meeting.

Section 5. The Board may use video teleconferencing that provides for both audio and visual participation between all members of the Board and the public attending a meeting, for the benefit of the public or for the convenience of members of the Board in connection with any meeting. If the Board elects to use video teleconferencing, the Secretary shall cause printed Agendas to be posted at all video teleconference locations - which shall be accessible to the public at the date and time of the meeting.

ARTICLE IV: GENERAL

Section 1. An affirmative vote of the majority of all the voting members of the Board is required to exercise the powers of the Board. The President may vote upon and may move and second a proposal before the Board.

Section 2. These bylaws may be amended by the majority vote of the voting membership of the Board, provided written notice of the proposed amendment is mailed to all members at least 10 days prior to the meeting at which such action is proposed to be taken.

NOTES

The Lassen County Board of Supervisors was established by ordinance of the Lassen County Board of Supervisors on November 13, 1908, in accordance with the provisions of Chapter 5, Division 3, being Sections 6300 to 6365 of the Business and Professions Code of the State of California.

Regular agenda posting deadline is 72 hours.

Emergency agenda posting deadline is 24 hours.

Updated July 2024