

OREGON STATE LIBRARY MISSION:

The State Library provides leadership and resources to continue growing vibrant library services for Oregonians with print disabilities, the Legislature and state government, and all Oregonians through local libraries.

- I. STATE LIBRARY BOARD MEMBERS AND TERMS - See ORS 357.021.
- II. STATE LIBRARY BOARD AUTHORITY - See ORS 357.031.
- III. STATE LIBRARY BOARD DUTIES - See ORS 357.026.
- IV. OFFICERS – See also ORS 357.023.

The officers shall be the Chair, Vice-Chair, and Secretary. The Chair and Vice-Chair shall be elected by the board for a term of one year and may be reelected. Terms of office begin on July 1 of each year. The Vice-Chair shall serve in the absence of the Chair. The State Librarian shall be the Secretary.

- V. DUTIES OF THE OFFICERS – See also ORS 357.071

The Chair shall call and preside at meetings, authorize calls for any special meetings, set meeting agendas, appoint committees, and carry out the duties generally pertaining to this office. The Chair shall be the board's official representative unless otherwise provided by the board. When appropriate, the Chair may appoint members to represent the board at legislative and legal hearings, conferences, and other meetings.

The Vice-Chair, in the event of the absence or incapacity of the Chair, or of a vacancy in that office, shall assume and perform the duties and functions of the Chair.

The Secretary shall issue notice of all regular and special meetings, shall keep and distribute the minutes of the meetings of the board, and shall propose meeting agendas for the consideration of the Chair/Executive Committee.

The Secretary has no vote on the board or on the Executive Committee.

The Chair's designee and the Secretary shall provide an orientation for new board members following appointment by the Governor.

VI. STATE LIBRARY BOARD MEMBER DUTIES – See also ORS 357. 026.

Duties of members of the State Library Board shall include the following:

1. Attend meetings of the board, enter into discussion, and participate in decision-making on items coming before the board.
2. Study and be familiar with reports and materials sent to board members prior to meetings. Keep informed on library laws, policies, trends, and services.
3. Serve on committees when requested to do so by the Chair.
4. Refer problems brought to the attention of the individual board member to the State Librarian for review, action, or submission to the board.
5. Recognize that an individual board member has no authority to act for the State Library Board except at the request of the board.
6. Review and vote on all amendments proposed to the bylaws of State Library Board Advisory Councils.

VII. NONATTENDANCE OF STATE LIBRARY BOARD MEMBER - See ORS 182.010.

VIII. COMMITTEES

1. Executive Committee – The Chair, Vice-Chair, and Secretary (State Librarian), as well as the most recent Past Chair, shall comprise the Executive Committee. The Executive Committee may meet at least three weeks prior to each board meeting to review the State Librarian’s report and to prepare for the upcoming board meeting, as deemed necessary by the Chair. The Executive Committee may also meet at other times or for other purposes as deemed necessary by the Chair, or as may be determined by majority vote of the board.
2. Nominating Committee – A Nominating Committee consisting of three board members shall be appointed by the Chair two months prior to the last meeting of the fiscal year to present a slate of officers at the annual meeting. Additional nominations may be made from the floor.
3. Talking Book and Braille Library Advisory Council – The board shall appoint a seven member Talking Book and Braille Library Advisory Council to provide counsel on issues relating to the Talking Book and Braille Library. The State Librarian shall suggest nominees for vacant positions on the Talking Book and Braille Library Advisory Council. Recommendations made by the Talking Book and Braille Library Advisory Council are advisory only, and are not binding on the board.
4. Library Services and Technology Act (LSTA) Advisory Council – The board shall appoint a 13 member LSTA Advisory Council to provide counsel on issues relating to the Library Services and Technology Act. The State Librarian shall suggest nominees for vacant positions on the LSTA Advisory Council. The board may also appoint additional LSTA Advisory Council members for special projects for a specified term not to exceed three years. Recommendations made by the LSTA Advisory Council are advisory only, and are not binding on the board.

5. Government Information and Library Services Advisory Council – The board shall appoint a Government Information and Library Services Advisory Council of up to nine members to provide counsel on issues relating to Government Information and Library Services. Members will be employees of state agencies that pay an assessment to the State Library. The State Librarian shall suggest nominees for vacant positions on the Government Information and Library Services Advisory Council. Recommendations made by the Government Information and Library Services Advisory Council are advisory only, and are not binding on the board.

IX. MEETINGS – See also ORS 357.023

Meetings of the board shall be held in accordance with ORS 192.610-710 (Public Meetings).

The board shall meet at least once every three months at a place, day, and hour determined by the board. The board may also meet at other times and places specified by the call of the Chair or of a majority of the members of the board.

A majority of the members of the board shall constitute a quorum for the transaction of business.

Meetings of the board may be held by telephone, and such shall have the same effect as a regular meeting of the board.

X. PUBLIC PARTICIPATION AT BOARD MEETINGS

Any member of the public may attend any regular board meeting except when the board declares itself to be in executive session. In addition, members of the public may address the board during the open forum session of any regular board meeting. The Chair shall allot a reasonable time for such a hearing and shall at his or her discretion also limit public comment. The board also may limit public comment by majority vote.

XI. COMPENSATION OF BOARD MEMBERS – See ORS 292.495 and 292.210 to 292.250.

XII. ROLES AND DUTIES OF THE STATE LIBRARIAN – See ORS 357.050 and 357.071.

XIII. AMENDMENTS

These bylaws may be amended by a majority vote at a regular meeting, provided notice of the proposed amendment and of the language has been given in the notice of the meeting.

XIV. EFFECTIVE DATE

These bylaws shall be effective on and after April 20, 2016.