# Wabeno Public Library Board By-Laws

## Article I. Membership

Revised: March 2024

1. **Numbers and Qualifications.** The Wabeno Public Library Board shall consist of six appointive members who shall be citizens of the municipality, except that not more than two members hall be residents of towns adjacent to the municipality. All appointments shall be by the Town Board. The Town Board shall also appoint as an additional member one school administrator, or their representative, to represent the public-school district, or districts, in which the Wabeno Public Library is located. Not more than one member of the Town Board shall at any time be a member of the Library Board. No compensation shall be paid to the members of the Library Board for their service as such, but they may be reimbursed for their actual and necessary expenses incurred in performing their duties outside the municipality, if so authorized by the Library Board.
2. **Terms.** Members shall serve from July 1 in the year of their appointment, and thereafter each regular appointment shall be for a term of four years.

## Article II. Meetings

Revised: March 2024

1. **REGULAR MEETINGS.** The Library Board shall meet a minimum of 4 times a year at the library on a date and time to be determined by the board at their last meeting. Notice of time and place of each meeting shall be posted to the public at least five days prior to such meeting.
2. **ANNUAL MEETING.**  The annual meeting shall be held at the time and place of the meeting for the month of July.
3. **SPECIAL MEETINGS.** Special meetings may be called by the president, or upon the request of four members of the Board for the transaction of business stated in the call of the meeting. Notice stating the time and place of any special meeting and the purpose for which it is called shall be given to each member of the Board and to the public at least three days in advance of such meeting.
4. **QUORUM.**  A majority of members of the Board shall constitute a quorum.