



## Bylaws Library Council of Washington

### ARTICLE 1 – MISSION

*The State Library: connecting Washington through the power of libraries.*

The State Library builds prosperous and informed communities by providing access to information, technology, and professional support. The mission of the Library Council of Washington (LCW) is to support this mission by promoting access to library services and information resources for all Washingtonians. The LCW advises the State Librarian and the Office of the Secretary of State on areas of need in library service. To meet this commitment, the LCW's membership represents the broadest possible range of library community interests.

### ARTICLE 2 – MEMBERSHIP

#### **Appointment:**

The State Librarian and the Secretary of State appoint thirteen members as authorized by WAC 304-12-040.

#### **Members:**

Members represent libraries, communities, and constituencies as specifically outlined by LCW. These can include types of libraries, populations represented, or services provided.

- Members serve three-year terms. Each term of office begins on January 1 after appointment.
- A second three-year term can be served with the consent of the State Librarian. No person can serve more than two full consecutive terms.
- The State Librarian appoints a member to fill any vacancy for the remainder of that term. An individual serving at least one year of an unexpired term is considered to have served a full term.
- The LCW may recommend that the State Librarian and the Secretary of State appoint a replacement for any member whose absences impair effective participation.

LCW members serve without compensation; however, they can be reimbursed for subsistence, lodging and travel expenses for meetings and approved business of the LCW, in accordance with the provisions of Washington State Travel Regulations.

#### **Ex-Officio Members of Library LCW:**

The Washington State Librarian and the Dean of the Information School at the University of Washington are ex-officio members of LCW. These members, or their designees, attend and participate in all matters of the LCW but do not have the right to vote.

**ARTICLE 3 – OFFICERS**

The LCW elects a Chair and Vice-Chair from its membership at the last meeting of the year.

- The Chair of the LCW presides at all meetings of LCW, appoints all committees, and performs all other duties necessary for the fulfillment of the objectives and decisions of the LCW.
- The Vice-Chair presides in the absence of the Chair and fulfills the duties of the Chair in the Chair's absence, inability to serve, or removal from office.
- The Officers elected serve one year or until their successors are elected.

A representative from Washington State Library will make meeting notes to provide a record.

**ARTICLE 4 – MEETINGS****Schedule:**

Regular meetings of the LCW may be held quarterly, or as requested by the State Librarian. The date, time and location follow the laws of the State of Washington for open meetings.

**Special Meetings, Emergency Meetings and Study Sessions:**

Special meetings, emergency meetings and study sessions can be scheduled as needed.

**Quorum:**

Seven members constitute a quorum. LCW members participating in any meeting by teleconference, videoconference or other electronic means are considered present for the purpose of determining a quorum or for voting. A majority of those present are needed to take action on any item coming before the LCW.

**ARTICLE 5 – COMMITTEES**

The Chair or State Librarian may appoint standing or special committees as needed.

**ARTICLE 6 – AMENDMENTS**

These Bylaws may be revised or amended at any regular or special meeting of the LCW with an affirmative vote of at least three-fourths (3/4) or more of the members present, in person or by proxy, with the provision that the LCW receive copies of the proposed changes at least one (1) week prior to the meeting.

*Originally adopted on 1/5/1999.  
Amended 7/20/1999, 9/5/2002, and 9/21/2010.*