

	Authorized By:	Salt Lake County Library Board of Directors		
	Subject:	Salt Lake County Library Board Bylaws		
	Effective Date	Version #	Revision Date	
	April 2024	1		

Bylaw Statement

This organization shall be called the "Salt Lake County Library Board of Directors" (the "Board"). The Board is created pursuant to [Salt Lake County Ordinance Chapter 2.21 – Library Board of Directors](#) and [Utah Code Annotated §9-7-501 through §9-7-511](#) et seq., as amended from time to time, and shall exercise the powers and assume the responsibilities delegated to it under those statutes in governing the Salt Lake County Library (the "Library").

Article I: Library Board of Directors

Section 1: Members of the Board shall be appointed and serve terms of office as designated by County Ordinance Chapter 2.21.010 and Utah Code Annotated §9-7-503 et seq., as amended from time to time.

Section 2: The majority of the Board members then in office may recommend to the Salt Lake County Mayor that a director be removed, with or without cause. The Salt Lake County Mayor shall make the final determination of whether a director be removed.

Article II: Board Officers

Section 1: The Board shall annually elect officers in accordance with County Ordinance Chapter 2.21.020 and Utah Code Annotated §9-7-503 et seq., as amended from time to time, which such officers shall include a Chairperson, a Vice Chairperson, and a Secretary.

Section 2: The Chairperson shall:

- Preside at all Board meetings.
- Authorize calls for any special meetings.
- With the consultation of the Board, appoint all committees and their chairs and vice chairs.
- Execute documents authorized by the Board.
- Generally perform all duties associated with the office of Chairperson.

Section 3: The Vice Chairperson shall perform all other duties assigned by the Chairperson. In the event of the Chairperson's absence, disability, or

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resignation, the Vice Chairperson shall assume and perform the duties and functions of the Chairperson.

Article III: Board Meetings

- Section 1: The Board shall hold meetings in accordance with County Ordinance Chapter 2.21.030 et seq., as amended from time to time.
- Section 2: The Secretary, or Library staff assisting the Secretary, shall send Board members a written notice of each Board meeting at least three calendar days before the meeting, or within any other timeframe permitted by law for a public meeting.
- Section 3: For purposes of determining whether a quorum is present, all Board members present shall be counted, including Board members who may abstain from a particular vote. A particular Board member is considered present when they are physically present at the location of the meeting, or are otherwise participating by remote means, including virtually, and make their presence known. A majority affirmative vote of a quorum shall be necessary to approve any action before the Board. The Chairperson may vote upon and may move or second a proposal before the Board.

Article IV: Powers and Duties

The Board shall have the power and duties set forth County Ordinance Chapter 2.21.040 and Utah Code Annotated §9-7-504 and §9-7-505 et seq., as amended from time to time.

Article V: Library Executive Director

- Section 1: The Board shall recommend for appointment a Library Executive Director in accordance with County Ordinance Chapter 2.21.040 and Utah Code Annotated §9-7-501 and §9-7-507 et seq., as amended from time to time.
- Section 2: The Library Executive Director shall have the duties and responsibilities set forth in County Ordinance Chapter 2.21.050 et seq., as amended from time to time.

Article VI: Public Comments

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Section 1: The Board welcomes public participation and input. The Board and Library would like to ensure interested individuals are allowed time to address the Board, while permitting the Board to conduct its meeting in an efficient and effective manner.

- Public comments are only permitted during times designated on the meeting agenda. A commenter may speak for up to three minutes.
- Persons may be removed from a meeting, if the person willfully disrupts the meeting to the extent that orderly conduct is seriously compromised in accordance with Utah Code Ann. § 52-4-301.
- All comments become part of the meeting record and Board minutes will reflect the name of any speakers and the substance of any comments.

Article VII: Ethics

The Board shall be subject to and fully comply with Salt Lake County [Code of Ethics Policy 1430](#) including conflict of interest disclosure requirements, as amended from time to time.

Article VIII: Committees

Section 1: Committees for the study and investigation of issues and the accomplishment of specific tasks may be appointed by the Chairperson with consultation from the Board to serve until the work assigned is completed or until such time as the Board may designate. Such committees may include Board members or may be comprised entirely of other interested parties.

Section 2: No committee will have other than advisory powers unless it is granted specific power to act by the Board.

Article IX: Amendments

Amendments to these bylaws may be adopted by a majority vote of Board members present at a regular meeting with a quorum, subsequent to notification of the proposed change.

Reviewed and affirmed by the Salt Lake County Library Board of Directors, _____, 2024.