

MINUTES / STANDING COMMITTEE MEETING

January 24, 2023

6:00 p.m. Bylaws Committee Meeting at Ela Area Public Library Board Room  
Bylaws Committee (Trustees Caudill & McCauley)

**1. Bylaws Committee Meeting - Call to Order**

At 6:00pm Committee Chair Caudill called the Meeting to order.

**2. Roll Call**

Committee members present: Caudill, McCauley

Additional Trustees present: None

Staff present: Executive Director L. Rosenthal

Guest present: None

**3. Public Comment**

None

**4. Adjustments or Additions to the Agenda**

None

**5. Addition of Decennial Committee**

There is a new committee required by state law, the Decennial Committee. The committee needs to meet every 10 years. The Decennial Committee would be considered a special committee.

**6. “Committee” versus “Liaison” structure**

It is beneficial to change from our current committee structure to instead having a “liaison,” as used with the Strategic Planning Committee. Instead of holding a committee meeting, the liaison would meet with the Director to make a recommendation; or the board could hold a “committee of the whole” meeting so everyone could be involved; or the liaison could request forming a “special committee.” Under the committee structure, when any two trustees meet and discuss library business it’s technically a majority of a committee that’s meeting, which means the Open Meetings Act applies. With liaisons, two trustees can meet and discuss library business anytime. The recommended update reflects the switch to liaisons.

**7. Review Bylaws**

Bylaws were reviewed in their entirety to reflect the addition of the Decennial Committee, and the change from standing committees to liaisons.

**8. Committee’s recommendation for changes / additions / deletions**

Bylaws updated first reading will be included in the February board packet.

**9. Adjournment**

At 6:40pm Trustee McCauley moved  
"TO ADJOURN."

Trustee Caudill seconded the motion, and the meeting was adjourned by a unanimous voice vote of all committee persons present.

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**Kathy Caudill, Committee Chair**  
**Approved at the next Regular Meeting of February 21, 2023**