

BY-LAWS FOR THE GOVERNING OF THE ADVISORY BOARD
GOLDEN PLAINS LIBRARY FEDERATION
(Revised and Adopted by GPLF meeting on April 28, 2007)

1. The advisory board of the Golden Plains Library Federation shall be responsible for recommending policy and for developing the goals of the federation, as well as for the current needs of the golden plains library federation.
2. The voting trustees of the advisory board of the Golden Plains Library Federation shall be one member chosen from each public library board of trustees, one member chosen from the area academic library and up to two members who will act as voting representatives for all participating school libraries. Each member library shall be encouraged to attend meetings regularly and participate in an advisory capacity.
3. The officers shall constitute a chairperson and a secretary. The chairperson and the secretary will be rotated annually taking office in July of each year. The federation members will be represented on an annual rotation basis, or appointed by the board as necessary. The chairperson shall appoint the secretary.
4. The coordinator of the federation meetings shall be the librarian of the Phillips County Library.
5. Two meetings will take place one in the fall and one in the spring. Regular meetings will be held at the Roosevelt County Library except for those occasions when it is held elsewhere. Additional meetings may be called as needed.
6. Robert's rules shall govern the parliamentary procedure of the advisory board.
Specify:
 - (a) Quorum: Majority of all voting members.
 - (b) Voting: "Majority vote: (more than half, excluding abstentions) on all actions except amending of bylaws.
 - (c) Proxy Votes: Proxy votes are allowed. Written permission for proxy votes must be given before the meeting. A proxy vote form will be used by all libraries.
 - (d) Vote by Mail: Vote by mail or fax machine is allowed. Each qualified voter is mailed:
 - i. Printed ballot containing a space for the voter's signature, together with full instructions for marking and returning by the required date; and
 - ii. A specially recognizable, self addressed, return envelope with the name and address of the secretary, the chairman of tellers, or other person designated to receive the marked ballot.

7. The Golden Plains Federation Plan of Service and budget request will be approved at the regular spring meeting. Attendance register for Golden Plains Library Federation members along with the by-laws are to be included. The coordinator shall be the executive director of the policies adopted by the advisory board.
8. Amendments to these by-laws may only be proposed at any regular meeting, but will become effective only after a favorable vote at a subsequent meeting. Any of the foregoing rules may be temporarily suspended by a unanimous vote of all voting members present at any meeting.
9. Federation advisory board members will report to their respective supervising entities on the decisions made by the federation advisory board in order to keep them fully informed on all federation programs, policies, goals, and objectives.
10. Federation will pay the designated rate for lodging and meals, at the current state rate for mileage for library related activities. (Federation Meetings, Continuing Education, MLA and Coordinator-Commission Meetings.) Receipts for lodging and meals are required.
11. An alternate may attend federation coordinator meetings in place of the coordinator.
12. Multitype libraries are members of the Golden Plains Library Federation. Public libraries are budgeted. Other members may be budgeted at the discretion of the advisory board.
13. The by-laws governing the advisory board will be reviewed and evaluated each year.