



NEWTON COUNTY LIBRARY SYSTEM CONSTITUTION

Adopted November 7, 1996

Revised May 1, 2003

Revised August 7, 2014

Revised August 4, 2016

ARTICLE I NAME

The name of the system shall be the Newton County Library System.

ARTICLE II HEADQUARTERS

The headquarters for the Newton County Library System shall be located in Covington, Georgia.

ARTICLE III PURPOSE

The purpose of the Newton County Library System shall be to furnish library services to the people of the county under the regulations governing public libraries as set forth by the State of Georgia.

The Newton County Library System shall offer a full program of library services to all citizens of Newton County to meet their informational, educational and recreational needs; acquire and purchase library materials; circulate materials to the public through the member libraries or by other means to the public through the existing member libraries and appropriate means of library extension; develop existing libraries and establish and develop member libraries, deposits, bookmobiles and other services appropriate to the needs of the service area; build a reference collection adequate to provide current and reliable information of a research nature as demanded by the needs of the communities comprising the area served; and promote the use of library resources by means of instruction, library centered programs, exhibits, and other public relations media.

ARTICLE IV CONSTITUENCY

The Newton County Library System shall serve all the citizens of the county through libraries located throughout the county and other extension services.

ARTICLE V LEGAL AUTHORITY

The legal authority for public libraries and boards of trustees is described in Title 20, Chapter 5, Article 5 of the Official Code of Georgia Annotated, as amended.

ARTICLE VI GOVERNING BODY

Section 1. The governing body of the Newton County Library System shall consist of a Board of Library Trustees composed of trustees who are appointed to the County Library Board by the governmental agencies financially supporting the library on a regular basis, as specified in State law. The Board of Trustees shall be composed of eight (8) members. The membership shall be formed as follows:

The Newton County School Board shall appoint one (1) member. The Covington City Council shall appoint one (1) member. The Newton County Commissioners shall appoint six (6) members. The Chairman of the County Commissioners, the Mayor of Covington, and the County Superintendent of Schools or their designees may be appointed by their respective agencies to the Library Board of Trustees. Recommendations for appointments to fill vacancies may be made by the Library Board of Trustees.

Section 2. The term of office shall be three (3) years, with starting and ending dates corresponding to the library's fiscal year (July 1 through June 30). No member appointed by the Board of Commissioners of Newton County in accordance with Section 1 of this article may serve on this board for more than three (3) successive three-year terms of office -- nine (9) years.

Section 3. Board members shall receive no compensation but may be reimbursed for any reasonable and necessary expenses incurred in the performance of library business, or if stipulated in the terms of any bequest or gift. Membership dues or fees for individual membership of Board members in state, regional and national library associations may be paid from operating funds.

Section 4. Vacancies shall be filled in the same manner as appointments are made. If a vacancy occurs prior to the expiration of a trustee's term, the new appointee shall complete the unexpired term.

Section 5. Additional representatives shall be added from any governmental agencies which may, in the future, choose to financially support the library on a regular basis.

ARTICLE VII OFFICERS

Section 1. The officers of the Board of Trustees shall be a Chairman, a Vice Chairman, a Secretary and a Treasurer elected from those serving on the Board. The Treasurer may be elected or reelected annually by the Board, and there shall be no limit to the number of terms he may serve in succession. These officers shall perform the duties prescribed by the Bylaws and by the parliamentary authority adopted by the Board.

Section 2. Nomination shall be made by a committee of three Board Members appointed by the Chairman of Board. The Chairman and/or the Director may serve as one of the three members of the nominating committee.

Section 3. The officers shall be elected at the November meeting to serve for a two-year term or until their successors are elected, and their terms of office shall begin at the close of the meeting at which they are elected, except for the Treasurer (See Section 1).

Section 4. The Treasurer, the Director, and any members of the staff authorized to handle library funds shall be bonded for an amount commensurate with the amount of funds handled, determined by the Board and entered in the minutes, and a copy of the bond filed with Georgia Public Library Service of the Board of Regents of the University System of Georgia.

Section 5. All Federal, State, and local funds used for the operation and improvement of the services and facilities of the Newton County Library System shall be received by the Treasurer and shall be used in accordance with a budget approved by the Board.

ARTICLE VIII EXECUTIVE COMMITTEE

An Executive Committee, composed of the officers of the Board, shall be entrusted to govern in the name of the Board of Trustees between meetings of the Board.

ARTICLE IX STANDING COMMITTEES

Standing Committees shall be the Finance Committee, the Personnel Committee, the Building and Grounds Committee, and the Committee on Constitution and Bylaws. Other special committees may be appointed by the Chairman as needed.

ARTICLE X INTERLIBRARY COOPERATION

The Newton County Library System may enter into cooperative endeavors with other library systems for the purpose of sharing personnel, materials, and services by confederation or by merger as seen fit by the governing bodies of the library systems. Such cooperative endeavors must be within the limits of funds available to the Boards of Trustees, conducive to mutual growth and development of library services, and not in violation of state or federal laws, regulations or other agreements, contracts, or Library Board policies.

ARTICLE XI CONTRACTS

The Newton County Library System is authorized to make and enter into such contracts or agreements, for all or part of the County Library System as are deemed necessary and desirable under the provisions of Article 2, Chapter 5, Title 20 of the Official Code of Georgia Annotated (20-5-49).

ARTICLE XII AMENDMENT OF CONSTITUTION

This constitution may be amended at any regular meeting of the Board of Trustees by a two-thirds vote of the members present, provided that notice is made in writing at least two weeks prior to the meeting and provided that a quorum (5 members) is present. All amendments to the constitution will be filed with Georgia Public Library Service of the Board of Regents of the University System of Georgia immediately upon adoption.