

BOARD OF LIBRARY TRUSTEES

(1. CREATION AND PURPOSE: There is hereby created the Board of Library Trustees (hereinafter, "the Board"). It shall have and exercise responsibility for the care, custody, management, control, operation and maintenance, including the establishment of policy, of the Haydenville Library and the Meekins Library as free public libraries within and for the Town of Williamsburg (hereinafter, "the Town") and of all real and tangible property owned by the Town relating thereto, subject to and in accordance with Chapter 78 of the General Laws and other applicable laws and regulations of the Commonwealth of Massachusetts. Both said libraries shall be maintained in perpetuity as free public libraries for the permanent benefit of the inhabitants of the Town. The Board of Library Trustees shall keep the Meekins Library open a minimum of ten (10) hours per week and the Haydenville Library open a minimum of five (5) hours per week. Neither library shall be open fewer than those hours per week without the approval of town meeting barring environmental emergencies, repairs or renovations effective July 1, 2004, FY05.

2. MEMBERSHIP; TERMS; ELECTIONS

There shall be six (6) members of the Board, which shall designate one of its members as chair, one as secretary and one other as treasurer. The Treasurer shall give a bond similar to that given by the Town Treasurer, in an amount and with sureties to the satisfaction of the Selectmen. Other officers may be designated, as the Board shall deem expedient. The term of membership on the Board shall be three (3) years from election and qualification thereto. Upon the approval of this by-law, one seat shall be filled by the current trustee of the Haydenville Library Board of Trustees who has two years remaining in her term, and one seat shall be filled by the current trustee of the Haydenville Library Board of Trustees who has one year remaining in her term.

The remaining four seats shall be filled at the May 1997, town elections, two for three-year terms, one for a two-year term, and one for a one-year term. At subsequent town elections, two trustees shall be elected annually. Upon the convening of the Board, the Haydenville Library Board of Trustees shall cease to exist. Nothing herein shall be construed to prohibit an incumbent trustee from seeking re-election.

3 MEEKINS LIBRARY CHARTER AGREEMENT

The Board may enter into a Charter Agreement with the Meekins Library Corporation, whereby sole authority for the care, custody, management, control and operation of the Meekins Library and title to the contents thereof are transferred by the Meekins Library Corporation to the Board, and accepted and held by the Board.

4. STAFF

The Board shall hire qualified staff for the two libraries, who shall thereby become town employees, subject to the personnel by-law and other applicable conditions of municipal employment by the Town.

5. REPAIRS AND MAINTENANCE

The Board shall have the responsibility for the care and custody of the Haydenville Library building and the Meekins Library building, and lands appurtenant thereto, and shall make such repairs and maintenance thereto as it shall deem prudent.

6. CAPITAL IMPROVEMENTS

Subject to the approval of the Selectmen and such other approval as may be required by law, the Board may undertake such major capital improvement projects to either or both library buildings, as it shall deem proper and in the best interests of the Town.

7. RECEIPT OF FUNDS

The Board is authorized to receive funds from the Meekins Library Corporation and any other source, including appropriation, grant, devise, bequest, gift or subscription, and to hold and expend same for the operation of free public libraries without reference to source, with all the powers and privileges and subject to all the duties, restrictions and liabilities imposed by law. The Board may refuse any gift it deems inappropriate.

8. BUDGETING

Upon request of the Town Finance Committee, the Board shall submit in timely fashion a detailed budget for the next fiscal year. The Board shall include in its budget four separate line items to support operations of the Meekins and Haydenville Libraries for (1) salary and labor; (2) maintenance; (3) books and supplies and (4) utilities.

9. ANNUAL REPORT

The Board of Library Trustees shall make an explicit report at each annual town meeting of its receipts and expenditures, including a statement of any unexpended balance of money it may have, and of any bequests or donations it may have received and is holding on behalf of the Town, with such recommendations in reference to the same as it may deem necessary for the Town to consider.

10. AMENDMENTS

This by-law may be amended only by a majority vote at any special or regular town meeting.