

Adopted August 9, 2000  
Revisions approved April 7, 2015  
Revisions approved July 23, 2021

## PIERMONT LIBRARY DISTRICT BYLAWS

### ARTICLE 1

#### Name and Location of the Library District

The corporate name of this library district shall be the Piermont Library District. The Piermont Library District was chartered by the Board of Regents for, and on behalf of, the Education Department of the State of New York, on April 4, 2000. The principal office of the corporation shall be located in the village of Piermont, Rockland County, New York.

### ARTICLE 2

#### Purposes

1. The purpose for which the Piermont Library District is formed is to operate a special district public library, to be known as the Dennis P. McHugh Piermont Public Library, to serve the residents of the Piermont Library District as established by Chapter 420 of the laws of 1998 of the State of New York. The library is organized and shall operate exclusively for educational purposes, and no part of its earnings or net income shall inure to the benefit of any individual; and no officer, member or employee of the library shall receive or be entitled to receive any pecuniary profit from the operations thereof, except reasonable compensation for services.
2. Notwithstanding any provisions of the charter for this library or any other provision of the within Bylaws, the library shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal income tax under section 501(c)3 of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue law).
3. No part of the activities of the library shall be devoted to carrying on propaganda, or otherwise attempting to influence legislation (except to the extent authorized by Internal Revenue Code section 501(h), as amended, or the corresponding provision of any future United States Internal Revenue Law during any fiscal year or years in which the library has chosen to utilize the benefits authorized by the statutory provision), and the library shall not participate in or intervene (including the publishing or distribution of statements) in any political campaign on behalf of or in opposition to any candidate for public office.

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## ARTICLE 3

### Trustees

1. The library shall be administered by a board of nine trustees, to be at first the persons who are named as the initial incorporators, as follows: Davis A. Crippen, Marjorie H. Bauer, Martin Gorosh, Thomas Gruenwald, Mia Pagnozzi, Marjorie M. Smith, Alan M. Freedman, S. Hazard Gillespie, and Miriam Rapport. Such trustees shall serve in the order in which they are named herein above, for a term that shall expire on December 31, three such trustees in 2000, three such trustees in 2001, and three such trustees in 2002. Thereafter, as such terms expire, incumbents or their successors shall stand for election by qualified voters of the library district for a term of three years, said term to begin on the first day of the month following the election. Vacancies due to cause, other than expiration of term, shall be filled for the balance of the unexpired term by the library board of trustees. Only residents registered to vote in the Village of Piermont shall be eligible for election to the Board of Trustees.
2. There shall be an annual election conducted by the Board of Trustees of the Piermont Library District at a time to be set by the Board in the 12<sup>th</sup> month of each year at which election vacancies on the Board of Trustees will be filled and at which any proposed budget will be submitted to the voters for approval as provided by law.
3. No trustee may be a paid employee of the library. No paid employee of the library shall be elected or appointed as a trustee.
4. The duties and responsibilities of the trustees shall be those provided in the library charter, the Education Law of the State of New York and Chapter 420 of the laws of 1998.
5. Should a trustee be absent from three consecutive meetings, without notification or satisfactory excuse, the trustee's seat will be subject to evaluation by the board with the best interest of the library in mind. There will be no need for such evaluation in cases where board members maintain a regular presence by participating in meetings via conference calls, Skype, etc., or other virtual or remote means.

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6. Candidates for a vacancy on the Board of Trustees shall be nominated by petition. Each petition shall be directed to the Board of Trustees, shall be signed by at least 25 qualified voters of the District, shall state the residence of each signer, and shall state the name and residence of the candidate. In the event that any such nominee shall withdraw his or her candidacy prior to the election, such person shall not be considered a candidate unless a new petition nominating such person in the same manner and within the same time limitations applicable to other candidates is filed at the library office during library hours not later than the 13<sup>th</sup> day preceding the election at which the candidates nominated are to be elected.

#### ARTICLE 4

##### Officers

1. The Board of Trustees, at its first meeting each year, shall elect or appoint a president, vice-president, treasurer, secretary, and such other officers as the Board shall deem necessary. If the Board of Trustees so determines, the offices of the Secretary and Treasurer may be held by individuals who are not members of the Board of Trustees and, in that event, such officers may, if the Board so determines, receive compensation as fixed by a resolution of the Board.
2. The officers shall carry out the duties and responsibilities of such offices and such other duties as determined by the Board of Trustees.
3. Officers shall be elected for a term of one year. No officer shall hold the same office for more than three consecutive years, unless no other trustee steps forward for a role.

#### ARTICLE 5

##### Meetings of the Board of Trustees

The Board of Trustees shall have regular monthly meetings. Meetings can be skipped if a majority of trustees vote to do so; no more than one meeting may be skipped in a consecutive six month period. Meetings are to be held at the library in Piermont, New York or via virtual means such as Zoom or Skype, at such regularly scheduled time and date as determined by the Board. Board meetings shall be opened to the public, except as otherwise provided by law. All persons wishing to attend a meeting can contact the library ahead of time to be sure of location. Location will be posted with the monthly meeting notice. A quorum shall consist of a simple majority.

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Special meetings of the Board of Trustees may be called at such times as shall be determined by the president. All the trustees shall receive notice in advance of all meetings.

## ARTICLE 6

### Committees

The president shall oversee appointments to the following standing committees: Budget and Finance, which shall prepare the budget for the library and provide advice and counsel to the Board of Trustees relating to all financial matters; Building and Grounds, which shall be responsible for overseeing repairs, renovations, and ongoing maintenance; Goals and Strategic Planning, which shall be responsible for the long-term goals of the library and for the review of library services to the community. Other committees shall be established as deemed necessary by the Board of Trustees.

## ARTICLE 7

### Library Director

The Board of Directors shall appoint a librarian to be executive director of the library who meets civil service Library Director I qualifications.

## ARTICLE 8

### Finances

1. The initial budget of the Piermont Library District has been determined by the voters of the district at the initial election for the district. All future budgets that increase over the preceding fiscal year the Piermont Library's annual appropriation from the Village of Piermont shall be submitted to the residents of the library district for approval by a majority of those residents voting in the annual election of trustees as provided in Chapter 420 of the laws of 1998. Funds voted for library purposes at the initial election and at all future budget elections shall be considered annual appropriation therefore and shall be levied and collected yearly in the same manner and at the same time as other taxes in the Village of Piermont.
2. The Board of Trustees shall annually file with the Village of Piermont on or before the first day of February an estimate of the proposed budget including costs of library services to be raised by the levy for the library district in the fiscal year beginning on

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the first day of July of that year. The Village of Piermont shall levy taxes as provided by law and in Chapter 420 of the laws of 1998.

3. The treasurer of the Piermont Library District shall be custodian of all funds of the library district including gifts and trust funds paid over to the trustees and shall comply with all laws including Chapter 420 of the laws of 1998. The treasurer shall keep such records in such manner as the Board of Trustees may require.

## ARTICLE 9

### Amendments

Amendments to the Bylaws shall be proposed at any regular meeting but shall not become effective until approved at a subsequent meeting of the Board of Trustees by a majority vote of the total membership of the Board.

## ARTICLE 10

### Dissolution

Upon dissolution of the Piermont Library District, the Board of Trustees shall, after paying or making provision for the payment of all the liabilities of the corporation, dispose of the remaining assets of the corporation exclusively for one or more exempt purposes, within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future Federal tax code), or shall distribute the same to the Federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by order of the Supreme Court of the State of New York in the judicial district where the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, organized and operated exclusively for such purposes, as said Court shall determine.

Revised March 2015

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