

# Pioneer Council Bylaws

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## Article I--Name

This organization shall be called the Pioneer Council.

## Article II--Status and Mission

The Pioneer Council is the governing board of the Pioneer Consortium as specified in Section 2 of the Pioneer Consortium Joint Entity Agreement.

## Article III--Membership

The Pioneer Council shall consist of the library directors from each member library.

## Article IV--Officers

### Section 1.

The officers of the Pioneer Council shall be President, Vice-President, Secretary and Treasurer.

### Section 2.

#### The President shall:

- a) preside over all meetings of the Pioneer Council
- b) appoint all standing and ad-hoc committees, with the consent of the Pioneer Council
- c) serve as ex-officio member of all committees
- d) generate notices of Council
- e) convene the Executive Committee as needed.

### Section 3.

#### The Vice-President shall:

- a) act as the President during the President's absence
- b) assume the office of President, if that office is vacated, for the incomplete term
- c) serve as chairperson of the Membership Committee
- d) perform additional duties as assigned by the President.

### Section 4.

#### The Secretary shall:

- a) take and maintain custody of minutes of all meetings of the Pioneer Council and prepare for approval at subsequent meetings
- b) serve as resource person to the President and the Pioneer Council in questions relating to prior actions of the Council.
- c) cooperate with the Pioneer Consortium Business Agent

## **Section 5.**

### **The Treasurer shall:**

- a) present Treasurer's reports at all meetings of the Pioneer Council meetings and as requested by the President
- b) serve as the Pioneer Consortium Financial Agent on all matters of contracting, budget, accounting activities, reports, and assessment of annual membership fees
- c) cooperate with the fiduciary institution designated to hold, receive and disburse Pioneer funds
- d) serve as Pioneer Consortium Business Agent as official repository for the Pioneer Consortium documentation, correspondence, and other business records

## **Article V-- Election of Officers**

### **Section 1.**

All officers shall be elected annually.

### **Section 2.**

Should a vacancy occur in the office of President, Vice President shall assume the office of President immediately for the balance of the term and shall appoint a Vice President for the remainder of the term. Should a vacancy occur in any other elective office, the President shall appoint an interim officer for the remainder of the term.

### **Section 3.**

Should any officer fail to attend two consecutive meetings of the Pioneer Council and/or of Committees on which he/she holds major responsibility, and/or fail to perform assigned duties in a timely manner, that officer may be removed from office by majority vote of the Pioneer Council. Replacement of the officer so deposed will be by appointment by the President, who shall serve until such position can be filled by annual election through regular procedures.

## **Article VI--Committees**

### **Section 1.**

The Executive Committee shall be comprised of the officers of the Pioneer Council, with the addition of up to two members-at-large and the chairperson of the Technical Committee, as appointed by the President and confirmed by the Pioneer Council. The Executive Committee meets as needed to transact on-going business of the Pioneer Consortium and to propose recommendations for consideration by the Pioneer Council.

### **Section 2.**

The Technical Committee shall be comprised of staff designated by each member library, which shall advise the Pioneer Council on technical management issues. The chairperson of this committee is designated by the Pioneer Council.

### **Section 3.**

The Membership Committee shall be chaired by the Pioneer Council Vice President and comprised of members designated by the chairperson. The committee performs needed non-technical activities that are related to the addition of new members to the Consortium.

### **Section 4.**

The President may establish other committees as needed, with formal adoption taking place at Pioneer Council meetings.

## **Article VII--Meetings**

### **Section 1.**

Meetings of the Pioneer Council shall be conducted in accordance with the Nebraska Open Meetings Act.

### **Section 2.**

Voting is limited to the library directors or their official alternate as designated by the library.

### **Section 3.**

The Pioneer Council shall meet at least once a year. The Annual Meeting shall be held before the end of March of each year for the purpose of electing officers, approving an annual budget, setting the assessment of fees for member libraries, and renewal of the Pioneer Consortium Joint Entity Agreement for the succeeding year. Setting policies for the Pioneer Consortium and its business and contractual relationship with any member library and with any third party vendors, formal adoption of committee appointments, and other Council business may be conducted at the Annual Meeting or at special meetings called by the President or when requested by two or more members, provided that at least one week's notice is given to the membership prior to the scheduled date of the meeting.

### **Section 4.**

A majority of the members of the Pioneer Council shall constitute a quorum and a majority of those members present and voting is required to adopt a motion.

### **Section 5.**

The format of agendas for Pioneer Council and Executive Committee meetings shall be as follows:

1. Call to Order
2. Open Meetings Law Notice
3. Roll Call
4. Minutes
5. Treasurer's Reports
6. Committee Reports
7. Old Business
8. New Business

9. Public Participation

10. Adjournment

### **Article VIII--Official Year**

The fiscal year, membership year, renewal of the Pioneer Consortium Joint Entity Agreement and term of office shall begin on May 1<sup>st</sup> of each year.

### **Article IX--Amendments**

These bylaws may be amended by two-thirds vote of those members present and voting at any Pioneer Council meeting, provided that one week's notice is given to the membership prior to the scheduled date of the meeting.

Revised August 12, 2020