

# CONSTITUTION

of the

## WISCONSIN VALLEY LIBRARY SERVICE

### ARTICLE I

#### NAME AND AUTHORITY

**Section 1.** Effective January 1, 1973, the Wisconsin Valley Library Reference Service is reorganized under provisions of Chapter 43, *Wisconsin Statutes 1971*, and Chapters PI 6.05 and PI 6.06 of the *Wisconsin Administrative Code, 1972*, as the Wisconsin Valley Library Service, a federated multi-county library system.

### ARTICLE II

#### MISSION AND PURPOSE

**Section 1.** The purpose of the Wisconsin Valley Library Service is to provide, through cooperative efforts, improved library services to individual residents of the system area. The Board of Trustees of the Wisconsin Valley Library Service recognizes its responsibilities under Wisconsin law and encourages planning and development of programs with other types of libraries in the system area to assure effective use of all area library resources. This specifically includes the provision of legal access to public library services for all residents of the system area. It also includes the improvement of library services through the development of inter-library loan and reference referrals, in-service training programs and professional advisory services, increased cooperation between all types of libraries in the system, maximum use of the library resources of the area, and improved access to the total library resources of the state.

### ARTICLE III

#### MEMBERSHIP

**Section 1.** Membership in the Wisconsin Valley Library Service is available to those counties which have, by action of their respective county boards, adopted a resolution to participate, have executed the agreement with the Board of Trustees of the Wisconsin Valley Library Service, and have appointed their allocated number of members to the Board of Trustees.

**Section 2.** Other counties may apply for membership by county board approval of a resolution to participate, and proper execution of the agreement with the Board of Trustees of the Wisconsin Valley Library Service. Such counties will be accepted for membership effective on January 1 of any year, provided that a written application from the county board has been received by the Board of Trustees at least six (6) months prior to the effective date of membership.

## ARTICLE IV

### BOARD OF TRUSTEES AND EXECUTIVE COMMITTEE

**Section 1.** The Board of Trustees will conduct the general business of the Wisconsin Valley Library Service.

**Section 2.** The Board of Trustees of the Wisconsin Valley Library Service will be composed, appointed, and organized as provided in Chapter 43, *Wisconsin Statutes*, for multi-county federated library systems. Changes in the composition and membership of the Board of Trustees of the Wisconsin Valley Library Service to comply with Chapter 43 may be made by the Board of Trustees at any regular meeting of the Board of Trustees.

**Section 3.** The three (3) officers of the Board and four (4) members elected from the Board of Trustees by the Board at the February meeting will be recognized as the Executive Committee.

## ARTICLE V

### DUTIES OF RECORDING SECRETARY

**Section 1.** The Director of Wisconsin Valley Library Service or his/her designee will be the Recording Secretary of the Board of Trustees and of the Executive Committee. The duties will be to keep a correct record of the proceedings of the meetings of the Board of Trustees and of the Executive Committee, read and preserve documents and correspondence, answer correspondence and keep copies thereof, and issue calls for special meetings when authorized.

## ARTICLE VI

### INCOME

**Section 1.** The regular income of the Wisconsin Valley Library Service will come from state aids, member counties and libraries, grants and service fees.

## ARTICLE VII

### MEETINGS

**Section 1.** The annual meeting will be on the third Saturday in the month of February and shall be the organizational meeting. The budget shall be adopted at the meeting which will be held on the third Saturday in the month of September. Notice of regular meetings shall be sent to members of the Board of Trustees of the Wisconsin Valley Library Service at least seven (7) days prior to the meeting. In the event of a lack of a quorum, the meeting will be rescheduled.

**Section 2.** Members of the Board of Trustees and of the Executive Committee will receive no compensation but may be reimbursed by the Wisconsin Valley Library Service for the actual and necessary travel expenses incurred in attending official meetings. The amounts allowed for travel expenses and meals shall be authorized by the Board of Trustees of the Wisconsin Valley Library Service, and requests for reimbursement will be made as prescribed by the Board of Trustees.

**Section 3.** The Executive Committee will meet as necessitated by the business of Wisconsin Valley Library Service. The date, place, and time of the meetings will be set by the Executive Committee. Notice of each meeting shall be sent to the members of the Executive Committee at least seven (7) days prior to the meeting.

**Section 4.** In the case of a vacancy on the Executive Committee, the President may appoint a member of the Board of Trustees of the Wisconsin Valley Library Service to serve in that vacancy until the annual meeting of the Board of Trustees.

## **ARTICLE VIII AMENDMENTS**

**Section 1.** The Constitution can be amended only in the following manner: The Director or any member of the Board of Trustees of the Wisconsin Valley Library Service may, at any regular meeting of the Board of Trustees, introduce an amendment which will be read, placed in the minutes of said meeting, and laid over to the first subsequent meeting of the Board of Trustees. It will then be adopted by the Board of Trustees of the Wisconsin Valley Library Service if it receives a two-thirds (2/3) vote of those present.

**Section 2.** The Board of Trustees of the Wisconsin Valley Library Service can adopt and amend such by-laws as it deems necessary by a majority vote of those present at a regular meeting of the Board of Trustees.

## **ARTICLE IX GENERAL**

**Section 1.** By the adoption of this Constitution, the Board of Trustees of the Wisconsin Valley Library Reference Service, as presently constituted terminates its existence and authority as of December 31, 1972.

**Section 2.** The Board of Trustees of the Wisconsin Valley Library Service, herein provided for, shall assume its responsibilities and authority as of January 1, 1973.

*Last amended by the Board of Trustees on November 12, 2011.*

*Last amended by the Board of Trustees on March 21, 2015.*

*Last amended by the WVLS Board of Trustees on February 19, 2022.*