

DIVERNON TOWNSHIP LIBRARY

BY-LAWS

ARTICLE I – NAME

The name shall be the Divernon Township Library.
Established April 4, 1967.

ARTICLE II – PURPOSE

The purpose shall be to maintain a nonprofit organization of interested persons to advance and encourage appreciation, understanding, enjoyment, and public use of the reading, educational and cultural facilities at the library.

ARTICLE III – MEMBERSHIP

People residing within the Township shall have free membership. Those outside of the Township will be charged a fee, which will be determined on an annual basis.

ARTICLE IV – BOARD OF TRUSTEES

The Divernon Township Library shall be governed by a Board of Trustees. Seven in Number. Each shall be elected for a four year term. The Board shall have the authority to appoint a person to fill any vacancy from the Board, and the appointed Trustee shall serve on an interim basis until the next election.

ARTICLE IV – DUTIES OF BOARD OF TRUSTEES

1. To employ a competent and qualified Librarian and professional staff.
2. To determine and adopt by-laws and written policies to govern the operation and programs for the library.
3. To control all money and funds held in the name of the Library and be responsible for setting an annual budget.

4. To provide a suitable building for the Library.

5. To continually plan for the improvement of the Library.

ARTICLE VI – OFFICERS AND THEIR DUTIES

The officers shall be President, Vice President, Secretary, and Treasurer. The election of officers shall be held in July of each year. Officers elected will take office at the next regular meeting.

ARTICLE VII – MEETINGS

A regular meeting of the Board will be held on the first Tuesday of each month at 6:00pm at the Library. A meeting shall not be called to order unless there is a quorum. A quorum shall consist of four (4) Trustees.

ARTICLE VIII – ORDER OF BUSINESS

1. Call to Order.
2. Roll Call.
3. Recognition of Visitors: Visitors wishing to address specific agenda items will be granted three to five minutes at the discretion of the President, not to exceed a total of twenty minutes.
4. Reading of the minutes from the previous meeting and action thereon to include adoption of those minutes.
5. Report of the treasurer and approval of said report.
6. Old Business.
7. New Business.
8. Librarian's Report
9. Adjournment.

ARTICLE IX – COMMITTEES

Board committees manage a specific function or have a finite set of tasks to address. For short term projects, the board may establish an ad hoc committee. Committee chairs should report on their committee's work at every board meeting in which the committee is active.

ARTICLE X – RECORDS

All records and accounts of the Divernon Township Library shall be open for inspection by the public at all times in accordance with the Freedom of Information Act (FOIA).

ARTICLE XI – GIFTS

The Board of Trustees may, at its discretion, accept gifts, donations, or endowment funds for the Library.

ARTICLE XII – AMENDMENTS

These By-Laws may be amended by a majority vote at a regular meeting of the Board of Trustees of the Divernon Township Library.

ARTICLE XIII – ADOPTION

These By-Laws have been adopted by the Divernon Township Library Board of Trustees this 3rd day of June, 2025, at Divernon, IL.