

ROCHESTER REGIONAL LIBRARY COUNCIL ADVISORY COMMITTEE BYLAWS

Adopted by the RRLC Board of Trustees on June 5, 1980
Revised September 2023

Article I. Purpose

The purpose of the Advisory Committee shall be to advise the Trustees of the Rochester Regional Library Council (RRLC) on program priorities and such other matters as the Trustees refer to this Committee. The Committee shall serve to represent the interests and needs of member organizations, and to ensure that members have a voice in shaping RRLC priorities and services.

Article II. Membership

The Advisory Committee shall be composed of both Full and Affiliate RRLC members, with the goal of widely representing the full range of library and organization types within the RRLC membership. Committee Members shall include the library director (or their designee) of these institutions:

Academic Libraries:

- Charles J. Meder Library, Finger Lakes Community College
- Drake Library, The College at Brockport, SUNY
- Lavery Library, St. John Fisher University
- Leroy V. Good Library, Monroe Community College
- Lorette Wilnot Library, Nazareth University
- Milne Library, SUNY Geneseo
- RIT Libraries, Rochester Institute of Technology
- River Campus Libraries, University of Rochester
- Sibley Music Library, Eastman School of Music, University of Rochester
- Thomas B. Golisano Library, Roberts Wesleyan University
- Warren Huntington Smith Library, Hobart and William Smith Colleges

Medical and Hospital Libraries:

- Edward G. Miner Library, University of Rochester
- Werner Medical Library, Rochester Regional Health

Public Library Systems:

- Monroe County Library System
- OWWL Library System

School Library Systems:

- Genesee Valley BOCES School Library System
- Monroe 1 BOCES School Library System

- Monroe 2-Orleans BOCES School Library System
- Rochester City School District School Library System
- Wayne-Finger Lakes BOCES School Library System

Non-profit, Museum, and Special Libraries:

- RRLC Full Member representative
- RRLC Affiliate Member representative

Director of the RRLC (ex-officio non-voting)

Article III: Committee Members

Committee members shall be library or system directors, or their designee. When a vacancy occurs, the Executive Director will solicit and nominate members for appointment, secure their consent to serve, and present the names to the Advisory Committee for approval.

Article IV: Role of Members

The role of Committee members shall be to speak for the needs and interests of the organization type they represent, to support RRLC in designing high quality programs and services for the full range of RRLC members, and to share news and developments from their home organization with Committee to encourage collegiality and collaboration within the region.

Article V: Officers

1. The duties of the Chairperson shall be to run the meetings of the Advisory Committee, to call meetings of the Committee, to represent the Committee to the Board of Trustees, and attend Board meetings. Duties also include recruiting the succeeding Chairperson, in collaboration with the Executive Director.
2. The term of office of the Chairperson shall be two years, beginning July 1 and ending June 30, or until a successor is elected. No chairperson shall serve more than two consecutive terms.

Article VI: Meetings

The Advisory Committee shall meet quarterly. Additional meetings may be called by the Chairperson. The Executive Director, or their representative, shall attend all meetings of the Advisory Committee.

Article VII: Quorum

A quorum of the Advisory Committee is one-half of the total membership of the Committee.

Article VIII: Subcommittees

1. The Advisory Committee may establish *ad hoc subcommittees* as needed to conduct Committee business or to study relevant issues. Examples of ad hoc subcommittees may include: Bylaws Review, Membership, or other subcommittees as needed.
 - Appointments to ad hoc subcommittees shall be made by the Chairperson, subject to approval by the full Advisory Committee.
2. The Executive Director shall be ex-officio, non-voting member of all subcommittees.

Article IX: Bylaws Review and Amendments

1. Advisory Committee Bylaws shall be reviewed every two years by the full Advisory Committee. If updates or amendments are required, the Committee may create an ad hoc Bylaws Review Subcommittee to make recommendations on updates and amendments.
2. Amendments to these bylaws may be recommended to the RRLC Board of Trustees by a two-thirds vote of those present at a meeting of the Advisory Committee.

Article X: Rules

Advisory Committee Meetings shall be conducted in a respectful and ethical manner upholding all RRLC policies and code of conduct. Actions shall be proposed by a committee member by making a motion, having another member second the motion, then having the action voted on by all committee members in attendance. All motions must receive at least one-half agreement of the total committee membership to pass. Items that require action other than a motion shall be guided by the committee chair.

Bylaws adopted by the RRLC Board of Trustees on June 5, 1980
Revised August 30, 1984
Revised September 5, 1991
Revised June 19, 2000
Revised November 15, 2018
Revised September 2023