

## ARTICLE I: NAME

This organization shall be called the "Teen Advisory Board" of the South Huntington Public Library and abbreviated as "TAB."

## ARTICLE II: MISSION STATEMENT

Our mission is to create an atmosphere that cultivates the love of reading while providing library related services to teens in a fun and friendly environment.

## ARTICLE III: PURPOSE

The Teen Advisory Board is an active organization that works on behalf of the library's young adult community. The advisory board plans and hosts a variety of library events and programs.

## ARTICLE IV: MEMBERSHIP

### Section 1:

TAB shall be coordinated by the Young Adult Librarian who will supervise all TAB meetings, activities and special projects and in his/her absence will appoint a Senior Representative or other responsible adult to cover for his/her absence.

### Section 2:

TAB membership is open to all teens in grades 6-12 who reside within the South Huntington School District.

### Section 3:

In order to remain an active member of TAB, the member must do the following:

- A. Attend at least 65% of TAB general meetings.
- B. Actively participate and contribute to at least two extra TAB activities per year. (For example: Kids and Teens program, etc.)

## ARTICLE V: EXECUTIVE BOARD

### Section 1:

The executive board will consist of the Young Adult Librarian and nine active members of the Teen Advisory Board.

### Section 2:

In order for a member to hold a position on the Executive Board, he/she must meet the following qualifications:

- A. Entering eighth grade or higher.
- B. Must have been an active member of TAB for at least one year and remain active while serving on the board.
- C. Must be willing to attend the monthly executive board meetings which are held in addition to the general monthly meetings.

### Section 3:

The Executive Board will be given the authority to divide among themselves the duties of the Board according to individual talents, interests, etc.

Section 4:

Executive Board members will work closely with the Young Adult Librarian to organize all TAB meetings and special events. They will assist the Young Adult Librarian in creating the yearly calendar, the meeting agenda and will preside over all TAB meetings.

Section 5:

In order to remain an active member of the Executive Board, he/she must meet the following qualification:

- A. Must attend at least 65% of the monthly Board meetings.
- B. Contribute to the planning and leadership of at least three extra TAB activities including the two necessary for regular membership.

Section 6:

In the event of a vacancy occurring before the annual election, the Board will recommend a person from the membership to serve the unexpired term with the approval of a majority of the Executive Board.

Section 7:

Members of the Executive Board will serve a term of one year beginning July 1st and ending June 30th. There will be no term limit restrictions placed on members of the Executive Board.

## ARTICLE VI: ELECTIONS

Section 1:

Elections for members of the Executive Board shall be held in May of each year. All prospective members will make their intentions known at the April meeting.

Section 2:

Ballots will be handed out at the May meeting. All prospective members will make a short statement before the vote. Each voter will cast a vote for eight different people. Prospective members may vote for themselves.

## ARTICLE VII: VOTING

Section 1:

All votes cast by active members will count as two votes. All votes cast by inactive and new members will count as one vote.

## ARTICLE VIII: MEETINGS

Section 1:

The general meetings will be held the third Tuesday of each month except July and August. However, general meetings may be rescheduled or cancelled at the discretion of the Young Adult Librarian.

Section 2:

Executive Board meetings will be held once a month throughout the year, date and time to be determined by the Board.

## ARTICLE IX: COMMITTEES

### Section 1:

Members of the Executive Board will proceed over the following committees:

- A. Kids and Teens - which shall plan and facilitate all programs for the children's department.
- B. Newsletter & Website - which shall coordinate, contribute to, publish and distribute a quarterly newsletter.
- C. Sprojects - A combination of Programming and Special Projects, will plan and present to members ideas for special activities such as Rockfest and programs including guest speakers, etc.

## ARTICLE X: CODE OF CONDUCT

### Section 1:

During all meetings, activities, and library functions, TAB members will act in a way that reflects positively on the South Huntington Public Library.

### Section 2:

TAB members will show respect for other TAB members, library staff, and library patrons. Members will demonstrate respect for others by listening attentively when someone else is speaking, asking questions when clarification is needed, and by refraining from negative comments when responding to other people's ideas, with the exception of feedback on an issue for discussion.

## ARTICLE XI: REMOVAL OF MEMBERS FROM TAB

### Section 1:

In the extremely rare case that a TAB member is consistently disruptive to the mission of TAB, it is the responsibility of the Young Adult Librarian to remove that person from membership. The librarian will make every attempt to resolve the situation without removing a member.

## ARTICLE XII: BYLAWS

These Bylaws can be amended at any regular Executive meeting of the TAB by a majority vote of its members.