

<b>Title</b>	Amending the Library's Bylaws
<b>Policy Number</b>	
<b>Date Approved</b>	June 18, 2007
<b>Amended</b>	
<b>Prepared by</b>	Policy Committee, April, 2007

**PURPOSE:** To establish the basis for amending the Bylaws of the Scott Township Public Library.

**STATEMENT OF POLICY:**

1. Bylaws may be proposed, changed, or removed when in the best interests of the Library, as determined by the Board of Directors. A petition for such changes or for new Bylaws must be presented in writing (traditional or electronic), and only by a member of the Board of Directors and / or the Library Director.
2. The exact wording of the proposed action, and the reasons for it, shall be delivered to, and received by, all Board Members and the Library Director, at least fourteen (14) days before a regularly scheduled Board of Directors meeting in accordance with Article IX – Amendments.
3. Once approved by the Board of Directors, the change(s) shall be considered official, and shall be published on the Library's website.
4. Changes to the Bylaws shall be brought to the attention of the Township Commissioners by their representative, who attends all Board meetings in accordance with Article IV, Section 4.
5. A complete history of changes, and the reason for them, shall be kept in the official files of the Library Board.

