

**Western Suffolk BOCES School Library System  
Mission Statement**

The Western Suffolk BOCES School Library System is a consortium of member school library media centers whose mission is to promote access to information and ideas, coordinate resource sharing, and facilitate library growth and development of collections, programs and participants. The goal of enhancing instruction and promoting lifelong learning will be achieved through cooperation and collaboration among system members by supporting the efforts of the educational community at large.

**Western Suffolk BOCES School Library System  
By-laws**

Adopted March 14, 2006  
Revised February 4, 2015  
Revised September 23, 2016

**ARTICLE I. NAME**

**Section 1.** This organization shall be called the Western Suffolk BOCES School Library System.

leadership, support, instruction, resources and technical assistance in coordination of library services to all member school library media centers.

**ARTICLE III. ORGANIZATIONAL STRUCTURE**

The Western Suffolk BOCES School Library System shall be organized to include the following: *general membership, Liaisons* between each school district or non-public school and the Western Suffolk BOCES School Library System, *Council members, Council officers*, and a *system coordinator*.

**ARTICLE IV. MEMBERSHIP**

**Section 1. Eligibility**

All schools, public and nonpublic, within the Western Suffolk BOCES supervisory district



The vice-chairperson shall assist the chairperson as necessary to fulfill designated duties. The vice-chairperson shall also represent the chairperson at all system functions when the chairperson is unable to attend.

**Section 3. Duties of the Recording Secretary**

The recording secretary will record the minutes of all Council meetings and will transmit them in a timely fashion to the system office for distribution to all Council members.

**Section 4. Duties of the Past Council Chairperson**

The past Council chairperson shall serve in an advisory capacity to the officers of the Council, and shall assist, as requested, in maintaining the workings of the system.

**ARTICLE VIII. DUTIES OF LIAISONS AND COUNCIL MEMBERS**

**Section 1.** It is the duty of a Liaison to disseminate *all* system information distributed at meetings or transmitted in any other way to district member librarians in a timely fashion. All participating members are entitled to all services provided by the system. It is the responsibility of the Liaison to be certain that all members in the district are apprised of all such offerings with adequate time to enroll or attend any functions that they choose for professional or personal development purposes.

**Section 2.** It is the duty of Council members to represent not only their district, but also the educational level or business they embody in order to ensure that the system provides the best service possible.

## **ARTICLE X. COMMITTEES**

### **Section 1. Membership**

Committee membership shall be established as needed at the first Council meeting of the school year, although membership is not limited to Council or Liaisons members. A Council member shall serve as an ex officio member of each committee.

## **ARTICLE XI. AMENDMENTS TO THE BYLAWS**

**Section 1.** An amendment to the bylaws may be proposed by any system member, and submitted to the system office at least seven (7) days prior to the Council meeting at which time amendment will be considered. Such amendment must be approved by a majority of the system Council.

## **ARTICLE XII. SAVINGS CLAUSE**

In all respects, the operation of the Western Suffolk BOCES School Library System shall conform to the appropriate regulations of the Commissioner of the New York State Education Department.