

# Bylaws of Teen Bennington Library Advisory Board

## Article I: Name

This organization shall be called the "Teen Bennington Library Advisory Board" and abbreviated as "Teen BLAB".

## Article II: Mission

The Mission of the Teen Bennington Library Advisory Board is to represent teen interests in the library, encourage leadership and creativity, foster community engagement, and make a positive impact. BLAB members will coordinate with the Youth Services Librarian to assist the library in developing and implementing programs which serve local teens and provide a teen-friendly environment.

## Article III: Membership

### Section 1:

BLAB shall be coordinated by the Youth Services Librarian who will serve as the BLAB advisor and supervise all BLAB meetings, activities, and special projects. The BLAB advisor will provide guidance in planning BLAB activities and reserves the right to reject and/or revise proposed ideas.

### Section 2:

BLAB shall consist of no more than nine members. Members will be accepted to the board based on the following criteria:

- Availability of a seat on BLAB
- Completion of a BLAB membership application

### Section 3:

BLAB membership is open to persons between grades 6th-12th.

### Section 4:

BLAB members must have permission from a parent/guardian to join the board.

### Section 5:

BLAB members shall earn volunteer hours when they attend BLAB meetings and/or help implement teen activities, services, and events.

## Article IV: Attendance

### Section 1:

Members are expected to make every effort to attend all BLAB meetings and assist in

planning and implementing programs and activities spearheaded by BLAB.

**Section 2:**

A member shall be placed on suspension after 3 (three) unexcused absences and become "inactive" after 4 (four) unexcused absences.

**Section 3:**

An absence shall be considered unexcused when a member is absent from an official BLAB meeting or volunteer opportunity and makes no effort to inform the BLAB advisor. It is solely up to the BLAB advisor to decide if an absence is excused or unexcused.

**Section 4:**

Inactive members will not be informed of meetings and will no longer be eligible to vote. Once a member is declared inactive the position on the BLAB will be open to be filled by another interested teen.

**Section 5:**

Once declared inactive, a teen may not reapply for membership in BLAB until the following year.

**Article V: Officers**

**Section 1:**

**The officers shall be a president, vice president, and secretary.** Officers shall be elected from the membership by a majority vote for a term of one year (12 months). Election of officers shall be held at the September meeting.

**Section 2:**

**The President** will work closely with the BLAB advisor to organize BLAB meetings. The president will assist the BLAB advisor in creating the meeting agenda and will preside over BLAB meetings. The president will act as a contact person for other BLAB members who want items added to the meeting agenda.

**Section 3:**

**The Vice President** will serve as the president in their absence. The vice president will serve as membership coordinator, keeping track of members' attendance and volunteer hours. The vice-president will inform and remind all members of upcoming meetings, programs, and special events.

**Section 4:**

**The Secretary** will work with the BLAB advisor to take minutes of BLAB meetings and keep them on file. The secretary will read the previous meeting's minutes at the beginning of each regular meeting. The secretary will keep track of all votes taken at each meeting. The secretary will serve as president in the absence of the presiding president and vice president. They will assist the president with parliamentary procedure.

## **Article VI: Meetings**

### **Section 1:**

The regular meetings will be held once a month on the Fourth Tuesday beginning promptly at 6PM of each month, unless otherwise stated.

### **Section 2:**

Special meetings may be called by the BLAB advisor to complete tasks as needed.

## **Article VI: Code of Ethics**

### **Section 1:**

BLAB members will keep the BLAB mission at the forefront of all BLAB activities.

### **Section 2:**

During all BLAB meetings, activities, and library functions, BLAB members will conduct themselves in a way that reflects positively on the Bennington Public Library.

### **Section 3:**

BLAB members must respect other BLAB members, library staff, and patrons. Everyone is different and brings different skills to the group. Learning to work with different people in a positive way is an important life skill. 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.

### **Section 4:**

BLAB members will show respect for library materials and property by taking care to leave meeting paces neat and orderly.

## **Article VII: Removal of Members from BLAB**

In the extremely rare case that a member of BLAB is consistently disruptive to the mission of BLAB, it is the responsibility of the BLAB Advisor to remove that person from the membership. The BLAB Advisor will make every attempt to resolve the situation before removing the member from the board. BLAB board members may also make a petition for removal and put the removal to a vote.

Approved 4/29/2025