



CONSTITUTION FOR THREE RIVERS REGIONAL LIBRARY SYSTEM

Adopted August 15, 2007

Proposed May 20, 2010

Adopted May 20, 2010

Proposed November 15, 2012

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Proposed February 28, 2013

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Proposed October 26, 2015

Adopted November 19, 2015

Amended and Approved February 25, 2016

ARTICLE I. NAME AND LOCATION.

The name of the system shall be the Three Rivers Regional Library System (“TRRLS”).

The Regional Office for TRRLS shall be located at 280 South Mahogany Street, Jesup, Georgia, and may be moved or relocated for any reason, from time to time (“Regional Office”).

TRRLS is a tax exempt organization under the laws of the State of Georgia and an exempt organization under Section 115 of the Internal Revenue Code.

ARTICLE II. PURPOSE.

The purpose of TRRLS is and shall be to offer a full program of reciprocal library services to the citizens of the Service Area by providing responsive, dynamic services to meet the informational needs of TRRLS’s population, pursuant to the regulations governing public libraries, as set forth by the State of Georgia in the Official Code of Georgia Annotated §§20-5-1, *et. seq.*

TRRLS shall circulate materials to all citizens of the Service Area through the Member Libraries or by other appropriate means of library extension.

TRRLS shall further develop and improve existing Member Libraries and establish and develop new Member Libraries, deposit libraries, and any such other services as appropriate to the needs of the Service Area.

TRRLS shall build a virtual and print reference collection adequate to provide current and reliable information of a research nature as demanded by the needs of the Service Area.

TRRLS shall promote the use of library resources by means of instruction, library programs, exhibits, and other public relations media.



ARTICLE III. CONSTITUENCY.

Section 1. Definition of Service Area. The term “Service Area” shall mean and refer to the following Brantley, Camden, Charlton, Long, McIntosh, and Wayne Counties, Georgia, and any and all such other counties as may become a part of TRRLS. Use of Member Library privileges shall be extended to any resident of Georgia who has obtained a PINES circulation system card.

Section 2. Definition of Member Library. The term “Member Library” shall mean and refer to each of the following established libraries within the Service Area: Brantley County Library; Camden County Public Library, Charlton County Library, Ida Hilton Library of Darien and McIntosh County, Hog Hammock Public Library, Long County Public Library, St. Marys City Library, and Wayne County Library . From time-to-time names of the libraries may change or be abbreviated.

Section 3. Addition of New Counties into the Service Area.

- a. Admission to TRRLS is open to any counties which are contiguous to the Service Area, provided that the authorized representatives of such county (hereinafter referred to as the “Potential New County”) shall consult and work with the TRRLS Regional Board of Trustees (“Regional Board”) via the Library Director to determine the Potential New County’s needs and the resources presently available within TRRLS.
- b. In the event that the Regional Board determines that the addition of the Potential New County to TRRLS is desirable, then the Potential New County may join TRRLS by payment of the current Shared Services Fee and execution of a participation agreement executed by and between the Regional Board and the Public Funding Agencies of the Potential New County. Such executed participation agreement shall be filed with the Georgia Public Library Service of the Board of Regents of the University System of Georgia (“GPLS”), and all amendments shall be filed with GPLS as soon as practicable upon execution.
- c. The term “Service Area” shall automatically be amended to include the Potential New County which has been added to TRRLS and any and all benefits associated with membership in TRRLS shall be extended to the citizens of the Potential New County.

Section 4. Addition of New Member Libraries into TRRLS. In the event that the governing authority of any county or municipality, which is already within the Service Area, desires to establish a new library facility within its county boundaries to utilize state and regional services pursuant to O.C.G.A. §20-5-40, then the governing authority of such county and/or municipality



shall consult and work with the Regional Board via the Library Director to determine the community's needs and the resources presently available within TRRLS.

- a. In the event that the Regional Board determines that the addition of a Member Library to TRRLS is desirous, that library may join TRRLS, by payment of the current Shared Services Fee and execution of a participation agreement executed by and between the Regional Board and the Funding Agency. Such executed participation agreement shall be filed with GPLS as soon as practicable upon execution.
- b. In the event that the Regional Board determines that the addition of a Member Library to TRRLS is not desirous, that library may not join TRRLS. Nothing contained in this provision, however, shall prevent the governing authority of any county or municipality which is already within the Service Area from establishing a new library branch within its county boundaries pursuant to O.C.G.A. §20-5-40.

Section 5. Shared Service Fees. Each Member Library shall be assessed a shared service fee, the amount to be determined by a vote of the Regional Board.

ARTICLE IV. GOVERNING BODY.

Section 1. Regional Board.

- a. TRRLS shall be governed by the Three Rivers Regional Board of Trustees (hereinafter referred to as the "Regional Board") which is and shall be comprised of Member Library Boards, as prescribed by O.C.G.A. §20-5-41.
- b. In this manner, each Member Library's Board of Trustees may consult and agree upon the position and voting direction of its Member Library. Each Member Library shall be entitled to two (2) votes, which may be used in each and every voting matter in each and every meeting of the Regional Board. Five (5) member libraries will represent a quorum.
- c. Although not encouraged for practical reasons, but whenever possible and within the limits of available technology, any Member Library Trustee may participate in a Regional Board Meeting via teleconference if a quorum is present in person, pursuant to O.C.G.A. §50-14-1(g), if necessary due to reasons of health or absence from the jurisdiction. (An agency with state-wide jurisdiction or committee of such an agency shall be authorized to conduct meetings by teleconference, provided that any such meeting is conducted in compliance with this chapter.

Section 2. Executive Committee

- a. The Executive Committee of the Regional Board of Trustees shall be five members from five libraries composed of the Regional chair, two member libraries' chairs, and



- two other members of the Regional Board of Trustees, which shall meet outside of regularly scheduled Regional Board Meetings, for emergency purposes, or under special circumstances when a meeting of the Regional Board is impractical. They shall be chosen by the Regional chair.
- b. The Executive Committee shall consult and advise the Library Director with regard to any events or occurrences which require the Library Director's attention, whether those matters are urgent, unique, or routine.
 - c. The Executive Committee shall govern in the name of the Regional Board between meetings of the Regional Board and shall report any action taken to the full Regional Board.
 - d. Although not encouraged for practical reasons, but whenever possible and within the limits of available technology any meeting of the Executive Committee (hereinafter referred to as the "Executive Committee Meeting") may be via live meeting or teleconference if a quorum is present in person, pursuant to O.C.G.A. §50-14-1(g). if necessary due to reasons of health or absence from the jurisdiction.

Section 3. Concurrent Board Membership. In the event that any member of the board of trustees of a Member Library ceases, for any reason, to be a member of the board of trustees of that Member Library, that Board Member's term on the Regional Board shall end at that same time and he/she shall be replaced in accordance with Article IV, Section 4.

Section 4. Compensation. Pursuant to O.C.G.A. §20-5-44, Regional Board Members shall receive no compensation. However, they may be reimbursed for any reasonable and necessary expenses incurred in the performance of library business.

Section 5. Collective Authority. All decisions of the Regional Board are made by the Regional Board as a collective body. No individual Board Member may make decisions or act for the Regional Board unless specifically authorized to do so by a vote of the membership of the Regional Board.

Section 6. Bond. Pursuant to O.C.G.A. §20-5-50, the Regional Board shall maintain a current bond, for an adequate amount determined by the Regional Board on the Library Director and any other appropriate officials and employees authorized to handle public funds.

Section 7. New Member Library. In the event that a new Member Library is affiliated with TRRLS at any time in the future, pursuant to Article III, Sections 3 or 4, the Member Library trustees shall serve as Regional Board Members.



ARTICLE V. OFFICERS.

Section 1. The officers of the Regional Board shall be a Chair and a Vice-Chair. The Director shall provide the minutes for the Regional Board.

Section 2. Nominations shall be made by a nominating committee of three (3) Board members appointed by the Chair of the Board. The Chair shall serve as an ex-officio member of the nominating committee. Nominations can be made from the floor.

Section 3. The officers shall be elected at the November meeting to serve for two years or until their successors are elected. Their term of office shall begin at the close of the meeting at which they are elected. Officers elected for any reason in months other than November shall serve until new elections are held in November. An officer may serve for any number of terms in succession.

ARTICLE VI. STANDING COMMITTEES.

Regional Board Members, by consensus, may create and dissolve a standing committee at any time and from time to time, upon a vote of a majority of Regional Board Members present in person.

ARTICLE VII. INTERLIBRARY COOPERATION.

TRRLS, through its Regional Board, may enter into cooperative endeavors with other library systems for the purpose of sharing personnel, materials, and/or services and by confederation or by merger as approved by the governing authority of the library systems.

Such cooperative endeavors must be within the limits of funds available to the Regional Board, conducive to mutual growth and development of library services, and not in violation of state and federal laws, regulations, or other agreements, contracts, or such library board policies.

ARTICLE VIII. CONTRACTS.

The Library Director is authorized to make and enter into such contracts or agreements, for all or any part of TRRLS, as are deemed necessary and desirable under the provisions of the Official Code of Georgia, provided that all such contracts or agreements entered into shall:



- a. Detail the specific nature of the services, programs, facilities, arrangements, or properties to which such contracts or agreements are applicable;
- b. Provide for the allocation of costs and other financial responsibilities;
- c. Specify the respective rights, duties, obligations, and liabilities of the parties; and
- d. Set forth the terms and conditions for duration, renewal, termination, abrogation, disposal of joint or common property, if any, and all other matters which may be appropriated to the proper effectuation and performance of the agreement.

Whenever practical, any and all contracts beyond the limits of the budget or pertaining to construction shall be presented at a Regional Board Meeting for discussion and prior approval by the Regional Board Members.

ARTICLE IX. AMENDMENT OF CONSTITUTION.

This Constitution may be amended at any Regional Board Meeting by a two-thirds (2/3) vote of Regional Board Voting Members (two votes per member library) present in person, provided that notice that the Constitution shall be amended is included in the notice of meeting which is made in writing at least ten (10) days prior to Regional Board Meeting, and provided, further, that a quorum of Regional Board Members are present in person.

All amendments to the Constitution must be on file with GPLS, and all amendments must be filed with GPLS immediately upon adoption.

ARTICLE X. CONFLICTS OF INTEREST.

Section 1. Except as specifically provided herein, in the event of any conflict between the provisions of this Constitution and the Georgia statute provisions governing the operation of public libraries, the Georgia statute shall govern.

Section 2. Except as specifically provided herein, in the event of any conflict between the provisions of this Constitution and the Bylaws, this Constitution shall govern.

Section 3. To avoid any potential claims of conflict of interest, no employee of a company with a direct financial interest with TRRLS may serve on the Executive Committee, the Regional Board, or any Member Library Board.



Section 4. To avoid any potential claims of conflict of interest, no current employee or immediate family member of an employee of TRRLS may serve on the Regional Board, the Executive Committee, or any Member Library Board within TRRLS. For the purposes of this section, immediate family member shall include: parents, grandparents, step-parents, siblings, spouses, children, grandchildren, aunts, uncles, cousins, nieces, nephews and spouses of siblings, children, grandchildren, aunts, uncles, cousins, nieces and nephews.

Section 5. To avoid any potential claims of conflict of interest, no former employee of TRRLS with fewer than two (2) years from last date of employment to first date of appointment may serve on the Regional Board, the Executive Committee, or any Member Library Board within TRRLS.

ARTICLE XI. GENERAL PROVISIONS.

Section 1. Capitalized Words. Any capitalized words or terms used in this Constitution shall have the meaning ascribed thereto in the Three Rivers Regional Library Regional Constitution.

Section 2. Section Titles. The title and headings used herein are inserted as a matter of convenience only, and do not define, limit, or describe the scope of this Constitution or the intent of the provisions hereof.

Section 3. Terms. Common nouns and pronouns shall be deemed to refer to the masculine, feminine, neuter, singular and plural, as the identity of the person may in the context require.



BY-LAWS FOR THREE RIVERS REGIONAL LIBRARY SYSTEM

Adopted August 15, 2007
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ARTICLE I. DUTIES AND RESPONSIBILITIES OF REGIONAL BOARD.

It is and shall be the duty and responsibility of the Regional Board.

- a. To employ a Library Director for TRRLS who meets the current state certification requirements.
- b. To approve budgets prepared by the Library Director and, together with the local Member Library Board of Trustees, assume responsibility for the presentation of TRRLS's fiscal needs to the funding agencies.
- c. To attend Regional Board Meetings and Member Library Board Meetings.
- d. To establish policies governing library programs, including rules and regulations governing the use of the library.
- e. To set policy for the receipt and administration of gifts of money and property.
- f. To present financial and progress reports to governing officials and to the public.
- g. To notify the appropriate authorities of a vacancy on the board so that a person may be appointed to complete unexpired or full terms.
- h. To notify the Library Director, in advance, of all Regional Board Meetings, Executive Committee Meeting, Member Library Board Meetings and any Committee Meeting.



ARTICLE II. DUTIES OF THE OFFICERS.

Section 1. Chair. To ensure the equality among Member Libraries and impartiality of the deliberations, the Chair shall preside over any and all regular or called Regional Board Meetings or Executive Committee Meetings. Other than meetings concerning his/her job performance, the Library Director shall attend all committee meetings and advise members.

ARTICLE III. DUTIES OF THE LIBRARY DIRECTOR.

Section 1. Appointment and Removal of Library Director. The Library Director shall serve at the pleasure of the Regional Board and may be appointed or removed from time to time, upon a vote of a majority of the Regional Board Members present at a Regional Board Meeting in person. The Executive Committee, however, may meet, deliberate, investigate, and make recommendations to Regional Board Members in regard to the conditions of employment of the Library Director.

Section 2. Library Director Shall Not Vote. The Library Director shall have no right to vote in any action before the Regional Board or the Executive Committee.

Section 3. Education Requirement. To qualify to serve TRRLS as Library Director, any and all nominees for appointment shall hold at least a Grade 5b Librarian's Professional Graduate Certificate or higher, as defined, from time to time, by the State Board of Certification for Librarians in accordance with O.C.G.A. §20-5-45.

Section 4. Duties. The Library Director shall have such authority, power, and discretion to manage and control the business affairs, real and personal properties of TRRLS, in accordance with the wishes and intentions of the Regional Board. The Library Director shall make the necessary decisions regarding those matters and perform any and all other acts or activities customary or incident to the management and operation of a public library system within the State of Georgia. It is, furthermore, the duty and responsibility of the Library Director:

- a. To advise employment or termination library managers and any other staff member as may be necessary to effectively operate TRRLS in compliance with all application rules and regulations within the confine of the available funding upon consultation with the appropriate Trustee(s) and/or the Member Library Manager.
- b. To set the wages for TRRLS Staff Members based upon his/her experience, job performance, and such other factors as may be determined to be relevant by the Library Director.



- c. To provide for proper supervision and direction of all Regional Staff Members.
- d. To attend all meetings called by GPLS or send an appropriate designee authorized by the Director of GPLS.
- e. To prepare the annual budget for TRRLS, to advise the Member Libraries on their budgets, and to make or direct others to make purchases with checks drawn from TRRLS's accounts. The Director shall supervise the deposit of all monies received by the Regional Library in a bank or banks approved by the Board of Trustees, The Director shall notify, in writing, any supporting agency whose appropriations are not paid promptly and in full. He/she shall supervise payment of all bills. An account of all receipts and expenditures must be kept and a report made at each quarterly meeting. The accounts shall be audited at the direction of the Board and according to state aid criteria and other state and/or federal laws or regulations. Official copies of all financial reports and the accounting record shall be kept in the regional library office at all times. The Regional Library Board delegates the responsibility but not the authority to the local library boards the activity of receiving and administering public and private funds and property however the board must comply with Georgia Law and with requirements of Georgia Public Library Service, a unit of the University System of Georgia.
- f. To promptly and appropriately notify the Regional Board and GPLS of any failure to comply with:
 - i. Policies of the Board of Regents;
 - ii. Criteria for state aid;
 - iii. State and federal regulations; and
 - iv. Any applicable local, state, or federal laws.
- g. To administer the entirety of TRRLS library programs, including all Member Libraries, in accordance with policies adopted by the Regional Board.
- h. To provide notice to the Regional Board Members of upcoming Regional Board Meetings.
- i. To attend all meetings of the Regional Board, the Executive Committee, the Member Libraries, and any Committee Meeting, or to designate a representative to attend in the Library Director's place.
- j. Devote such time to the business and affairs of TRRLS as is necessary to effectively and properly carry out the duties of the Library Director as set forth in these Bylaws and TRRLS's Constitution.



- k. Any and all such other duties and responsibilities as may be appointed to the Library Director by the Regional Board from time to time.

Section 5: Responsibilities of the Library Director for Regional Staff Duties.

- a. Under the Library Director's supervision and responsibility, the appropriate Regional Staff Member shall deposit all regional and (*if so delegated*) Member Libraries' monies received into a bank or banks approved by the Regional Board. Under the Library Director's supervision and responsibility, the appropriate Regional Staff Member shall notify, in writing, any supporting agency whose appropriations are not paid promptly in full. Under the Library Director's supervision and responsibility, the appropriate Regional Staff Member shall pay all bills approved by the Library Director. Under the Library Director's supervision and responsibility, the account of all receipts and expenditures must be kept and a report made at each Regional Board Meeting by the Library Director and/or the appropriate Regional Staff Member. The accounts shall be audited at the direction of the Regional Board and according to requirements for state grants and other state and/or federal laws or regulations. Promptly after receipt of the audit reports, such reports shall be posted in TRRLS's website and copies distributed to the Regional Board Members, either via personal delivery, mail, or electronic distribution. Official copies of all financial reports shall be kept in TRRLS Regional Office at all times.
- b. Under the Library Director's supervision and responsibility, Regional Staff Members shall record the official actions of the Regional Board, keep a record of attendance at Regional Board Meetings, and have the custody of the official books, which shall be housed in TRRLS Regional Office. The employees shall print and distribute the agenda for any Regional Board Meeting or Executive Committee Meeting. He/she shall notify the Regional Board and the proper appointing agency of any vacancies that occur on the Member Library board of trustees. He/she shall report changes of membership to GPLS. He/she shall make available on TRRLS's web site the minutes of the meetings for further distribution by Member Libraries to the appointing agencies, in accordance with the Member Library's governing instruments.
- c. Under the Library Director's supervision and responsibility, all Federal, State, and local funds used for the operation and improvement of the services and facilities of TRRLS shall be received by the Regional Office and shall be used in accordance with the budget approved by the Regional Board, consistent with the intent of the appropriation and its attendant laws and regulations.
- d. The Director and all Trustees shall have the responsibility to comply with appropriate accounting principles and procedures.



- e. The Director and all Trustees shall have the responsibility to comply with the Open Records Act pursuant to O.C.G.A. § 50-14-1 et. seq.

Section 6: Responsibilities of the Member Libraries In accordance with the Requirements for Public Library State Grant Funds (4.8 and 4.9), member libraries must report all funding (in-cash and on-behalf) from Local Government Agencies to the regional office and be subject to annual audit. If the regional office handles revenue collection, payroll, and expenditures for any member library this requirement is unnecessary as the responsibility shall be borne by the regional office. If a fiscal agency (such as a City, County, or Board of Education) handles the payroll and expenditures for a member library, the financial activity must be reported on a monthly basis, using the standardized GPLS Chart of Accounts, to the regional office, but the financial activity shall not be subject to the audit requirement of GPLS (since it is assumed that the funds are auditable through the fiscal agency's normal procedures). A member library must have all financial activity auditable by a fiscal agency (GPLS, City, County, or Board of Education). A member library or the Regional Library System may have a private firm conduct an audit of all financial activity. All financial activity (in-cash and on-behalf) must be reported to the Regional Office so as to be recorded in the Annual Report and Application for the Renewal of Grant Funds.

ARTICLE IV. MEETINGS.

Section 1. Frequency. Regional Board shall hold no fewer than four (4) meetings during each fiscal year (Such fiscal year shall run from July 1 until June 30 of each year). Regional Board Meetings shall be held on the fourth Thursday in the months of February, May, August, and on the third Thursday of November at 5:00 p.m. at the Regional Office, or such alternate location as may be designated, from time to time, by the Library Director or by consensus of the Executive Committee.

Section 2. Special Meetings. Any special matter which may arise in between regular Regional Board Meetings which requires attention may be discussed and decided upon in an Executive Committee Meeting, called with whatever reasonable notice is and may be appropriate given the issue to be discussed, provided that no fewer than twenty-four (24) hours' notice is given. Notice of such meeting may be provided upon request of the Director, or the Member Library Chair, or at least two (2) Executive Committee members. Any Executive Committee meeting may be held in person, via telephone conference calls, two-way television or satellite television signal, via Internet, or any other similar method that will allow each member of Regional Board or body participating in the meeting to hear and speak to each other person who is participating in the meeting, as is permitted under O.C.G.A. §20-1-5(a).



Section 3. Notice of Meeting. Prior to each regular Regional Board Meeting, the Library Director shall notify each Regional Board Member of the date, time, and place of the Regional Board Meeting. Any notice of a meeting required or permitted under these Bylaws should be in writing and either delivered personally, sent via overnight courier or United States Postal Service to the recipient's last known address, sent via electronic mail or electronic invitation software.

Section 4. Open Meetings. All Regional Board Meetings shall be open to the public and the news media and shall conform to the specifications of the Open Meetings Law found in O.C.G.A. §50-14-1 et. seq., which can be found on the TRRLS website. Regional Board may, however, enter into a closed session for the purposes outlined in O.C.G.A. §50-14-1 et. seq.

Section 5. Voting. Each Member Library shall have equal voting power at the Regional Board Meetings as any other Member Library, regardless of the size of the Member Library or the number of representatives of the Member Library present at any Regional Board Meeting or the amount of the service fee contributed by the Member Library. Any Regional Trustee may make motion. Except as otherwise provided in these Bylaws, the affirmative vote of Regional Board Members representing a majority of the Member Libraries shall be required to approve any matter coming before the Regional Board, provided a quorum of Member Libraries are present in person.

Section 6. Quorum. Representation from one more than half of the Member Libraries shall constitute a quorum. In the event of a dispute regarding reaching a quorum for any meeting, then the presence in person of a majority of the Member Library Trustees shall constitute a quorum. No official business may be conducted at Regional Board Meeting without a quorum. Except for those matters specified elsewhere in these documents, a simple majority affirmative vote of the quorum present shall be necessary to approve any action before the Regional Board.

Section 7. Meeting Agenda. The standard Regional Board Meeting agenda shall be:

- a. Call to order;
- b. Approval of minutes;
- c. Reports;
- d. Old business;
- e. New business;
- f. Public comment;
- g. Closed session; and
- h. Adjournment.

Regional Board may enter into closed session at any point during the meeting, as may be appropriate.



Section 8. Parliamentary Procedure. All Regional Board Meetings shall be conducted in accordance with the American Institute of Parliamentarians Standard Code of Parliamentary Procedure.

ARTICLE V. REPORTS.

TRRLS is responsible for all reports as may be deemed necessary, from time to time, by local and state funding agencies. An annual report of activities, income, and expenditures shall be posted on the TRRLS website. All other reports necessary to obtain funds or meet legal requirements shall be filed with GPLS.

ARTICLE VI. REMOVAL OF TRUSTEE.

Section 1. Removal for Cause.

- a. A Regional Board Member may be removed for cause.

Section 2. Notification of Removal. A letter reporting the removal of a Regional Board Member with sufficient detail specifying the cause for removal shall be sent to the affected Regional Board Member and to the funding agency responsible for his/her appointment. The funding agency shall be asked to appoint another representative to fill that Regional Board Member's position in accordance with that Member Library's governing instruments.

ARTICLE VII. PENALTIES.

Employees or agents of TRRLS may cause the arrest, fine, and imprisonment of persons who borrow, and fail to return, books and other property owned by TRRLS or any Member Library; persons who deface, damage, steal, or otherwise improperly use and/or abuse Regional or Member Library property; and/or persons who commit other violations as described in the Official Code of Georgia.

ARTICLE VIII. DISSOLUTION OF, OR WITHDRAWAL FROM, THE REGIONAL LIBRARY SYSTEM.

Section 1. Dissolution of TRRLS. TRRLS may be dissolved by the affirmative vote of a two-thirds (2/3) of the governing agencies of the Service Areas. Individual Member Libraries may not dissolve TRRLS, but the various counties comprising TRRLS may dissolve TRRLS by a majority vote of those counties. So long as there remain 2 or more counties as a part of



TRRLS, however, TRRLS shall not be dissolved. Instead, such individual counties may withdraw from TRRLS under a separate vote. In the event that TRRLS is dissolved, all equipment and materials purchased with state or federal funds for use in any specific Member Library or Member Libraries shall remain in those libraries.

Section 2. Withdrawal from TRRLS. A county may withdraw from the Service Area and from TRRLS upon the affirmative vote of a majority of Regional Board Members. Notice of Intention to Withdraw shall be sent to the Member Library Chair for each Member Library in TRRLS as well as to the Library Director at least one (1) full fiscal year prior to the actual date of departure. This Notice of Intention to Withdraw must specify the reasons for the Member Library's withdrawal from TRRLS and the method by which the decision was reached. GPLS must be notified of the receipt of the Notice of Intention to withdraw within five (5) business days of the date on which the Member Library's decision was reached. A county may revoke its Notice of Intention to Withdraw at any time prior to the date withdrawal is to take place by providing a written Notice of Revocation of Intention to Withdrawal to the Member Library Chair for each Member Library in TRRLS, the Library Director, and GPLS.

Section 3. Expulsion from TRRLS. TRRLS shall expel a county from the Service Area and from TRRLS upon the following conditions:

- a. Failure of the county to maintain the agreed-upon level of support to TRRLS, as specified in the most recent Participation Agreement; or
- b. Failure of the county to meet criteria, which may jeopardize TRRLS's eligibility to receive state or federal funding.

Section 4. Notice of Expulsion. Notice of expulsion shall be sent to the Chair of the County Board of Trustees, all funding agencies party to TRRLS participating agreement, the Library Director, appropriate Member Library Board(s) of Trustees, and GPLS.

Section 5. Equipment. In the event of the withdrawal pursuant to Section 2, above, or expulsion pursuant to Section 3, above, of one county from TRRLS, all equipment and materials purchased with state or federal funds for use in the Member Library or Member Libraries in that county shall remain in those libraries.

ARTICLE IX. AMENDMENT OF BYLAWS.

These Bylaws may be amended at any regular meeting of the Regional Board by a two-thirds (2/3) vote of the members present, provided that notice is made in writing at least ten (10) days prior to the meeting, and provided that a quorum is present. All amendments to the Bylaws shall be filed with the Georgia Public Library Services (GPLS) of the Board of Regents of the University System of Georgia as soon as practicable upon adoption.



ARTICLE X. CONFLICTS OF INTEREST.

Section 1. Except as specifically provided herein, in the event of any conflict between the provisions of these Bylaws and the Georgia statute provisions governing the operation of public libraries, the Georgia statute shall govern.

Section 2. Except as specifically provided in the Constitution, in the event of any conflict between the provisions of these Bylaws and the Constitution, the Constitution shall govern.

ARTICLE XI. GENERAL PROVISIONS.

Section 1. Capitalized Words. Any capitalized words or terms used in these Bylaws shall have the meaning ascribed thereto in the Three Rivers Regional Library Regional Constitution.

Section 2. Section Titles. The title and headings used herein are inserted as a matter of convenience only, and do not define, limit, or describe the scope of these Bylaws or the intent of the provisions hereof.

Section 3. Terms. Common nouns and pronouns shall be deemed to refer to the masculine, feminine, neuter, singular and plural, as the identity of the person may in the context require.