BY-LAWS
OF THE
BOARD OF LAW LIBRARY TRUSTEES
OF RIVERSIDE COUNTY LAW LIBRARY

(Adopted January 24, 1969))
(Adopted as amended August 1, 2003)
(Adopted as amended [Month Day]January 8, 2021)

ARTICLE I – NAME, NATURE AND PURPOSE

Section 1. The name of this organization is "The Board of Law Library Trustees

of Riverside

County Law Library," herein referred to ascalled "The Board."

Section 2. The Board It is a local

public agency existing and

functioning by virtue

of the provisions of pursuant to Chapter 5

of Division 3, Sections 6300 et seq. of the

Business & Professions Code of the

State of California.

Section 3. The Board is to

govern the Law Library established for the he

County of

Riverside, in accordance

1

with said provisions of law.

(As amended 8/1/03)

ARTICLE II – MEMBERS

Section 1. The members of the Board shall be appointed according to the California

Business & Professions Code (See sections 6301, 6302, and

6305.) Members of the Board from the Superior Court of Riverside County,

will be appointed by the Presiding Judge with the concurrence of the

majority of the incumbent judges of the Superior Court of Riverside

County. If the judicial nominee to the Board intends to name a designee to

serve on the Board on his or her behalf, the name of the designee must be

made known to the appointing authority before it acts on the appointment.

The Board of Supervisors of Riverside County shall be the appointing

authority for the two remaining trustees as set forth in the next section of

these Bylaws. (See Section 2 of Article ii.)

Section 2. The full

membership of the Board shall be seven, There are seven members of the Board, consisting of

five judges

ofof the Riverside County Superior

Court, or their designees, the

Chairman of the

2

Board of Supervisors, or his/her

designee, and one member of

the California

State Bar,

appointed by the Board of

Supervisors, whose principal office is located in the

County of

Riverside.

START HERE . Section 3. [add lib. Dir. As secretary] The persons serving on the Board shall be referred to herein as

members and/or trustees.

Section 4. The office or position of trustee on The Board is honorary. , shall be

appointed by the Board of Supervisors of Riverside County.. All

members/trustees

serve without salary or other compensation.

Section 5. The term of service for

each

member of The Board shall be four t for a term of hreeone or four years. In

order to maintain overlapping terms of service, the terms of no more than

3

three judge-appointed members of The Board shall expire in the same year.

.,
Each member may serve additional and consecutive terms of service

without limit with the approval by the appropriate governing appointing

authority for each additional term.. ~~commencing on February 1~~

~~after~~

~~their appointment.   ,~~

~~2.   (As amended 8/1/03)~~

Section 6. The Law Library Director shall notify the proper appointing

authority of any vacancy and/or any impending vacancy on the Board in a

timely manner.

Section 7. Pursuant to Section 6305 of the Business & Professions Code,

The Board may appoint a qualified person as an interim trustee to fill any

~~3.   ~~vacancy on the board that occurs from any cause.
The Board may seek the

consent and approval of the appointing authority to have the interim

trustee converted to a full-term appointment.

Section 8. An interim trustee's term comes to an end when the appointing

authority acts to make the interim trustee a permanent full term

appointment in the regular manner or when the appointing authority

appoints a qualified person other than the interim trustee to a full-term

appointment in the regular manner.

<u>ARTICLE III – OFFICERS</u>

Section 1. The officers shall be a President and a ~~,~~ Vice-President, both of whom shall be elected from among the full term duly appointed trustees.   ~~who shall be a member of the Board and a~~

~~Secretary, who may be either a member of the Board or the Law Librarian.~~

Section 2. The Director of the Riverside County Law Library shall serve as the Recording Secretary to the Board in an ex-officio capacity and is not a member or trustee of the Board by being so designated.

Section 3. The officers may include a Secretary. Should the Board choose to designate one of its officers a Secretary, that position shall be elected from among the full term duly appointed trustees. ~~The~~

~~Board may choose a Vice-President who shall be a member of the Board.~~

Section 4. Officers shall serve terms of a minimum of two years or until such time as a successor is duly elected.

Section 5. The President of the Board shall call to order and preside at all meetings of the Board. The President also authorizes calls for any special meetings, appoints committee members as needed, and executes all documents authorized by the Board.

Section 6. The Vice-President shall perform the duties of the President in the event of the absence or disability of the President.

Section 7. The Secretary, if one, shall record the minutes for any executive sessions and for any session for which the Recording Secretary is absent.

Section 8. The Recording Secretary shall record and keep a true and accurate record of all meetings of the Board, shall issue notice of all regular and special meetings, and shall perform such other duties as are generally associated with that office. The Recording Secretary shall also be responsible for preparing an annual report every February for the Board which sets forth the name of each of the seven trustees currently serving on the Board; and includes the following detailed information about each trustee: the date on which each trustee commenced service on the Board and when their current term is due to end; the officer position currently held by each trustee, if any, and the dates of the term for which that officer position shall be served.

Section 9. The Board shall choose its officers at the regularly scheduled meeting in February of each year in which an officers term shall expire.

Section 10. The Board may designate a trustee to complete the remaining term of any unfilled officer position which results from a vacancy, at any general meeting.

Section 11. Nomination of officers for any available position will be made

6

during the January meeting.

The

~~Board shall choose its officers at the regularly scheduled meeting in February of~~

~~each year to serve during the ensuing twelve month period, and may fill a~~

~~vacancy in office at any regular meeting.~~

~~*(As amended 4/11/69, 12/1/72, 8/1/03)*~~

ARTICLE IV – MEETINGS

Section 1. Regular meetings of the Board shall be held on the first Friday of

each month

at 12:00 noon at such place as the President shall designate.

Section 2. Meetings of the

Board shall be open to the public and shall be called

and conducted in

accordance with the Ralph M. Brown Act, Section 54950, et

seq. of the

Government Code of the State of California..

Section 3. Four members shall constitute a quorum for business and an

affirmative vote of

the majority of all members present are required to exercise

the powers of the

Board.

7

Section 4. Meetings shall be conducted in accordance with usual parliamentary practices,

subject to the control of the Board.

(As amended 2/28/69, 10/5/79, 08/14/15, 01/08/16)

ARTICLE V – POWERS

Section 1. The Board shall have and exercise the powers conferred by the above-

mentioned statutes and other applicable provisions of the Constitution and

laws of California.

Section 2. The Board may adopt, and from time to time amend, rules and

regulations for the

operation of the Law Library and any branch thereof.

The Law Library shall be maintained at the City of Riverside and at such other

branches authorized by the Board.

(As amended 8/1/07)

ARTICLE VI – AMENDMENT

These by-laws may be amended at any regular meeting of the Board with ten

written days notice by the Secretary to the public and all Board members.

(As amended 8/1/03)