



**LLC BYLAWS ARTICLE VI  
COMMITTEES  
FINANCE COMMITTEE**

**Section VI-1.**

The Chairperson of the Advisory Council, subject to the approval of the Advisory Council, may appoint ad hoc committees deemed necessary. The President of the Lakeland Library Cooperative Library Board, subject to the approval of the Lakeland Library Cooperative Board, may appoint ad hoc committees deemed necessary.

**Section VI-3. Lakeland Library Cooperative Board Committees**

The Finance Committee shall be a standing committee of the Lakeland Library Cooperative Board established to work with the Lakeland Library Cooperative Director:

- a) In planning and amending fiscal budgets
- b) To establish long range financial planning
- c) To annually review the Lakeland Library Cooperative fee structure to member libraries for services
- d) To recommend any necessary changes as part of the budget process

Annually at an Advisory Council meeting, the Finance Committee will lead a discussion of the current and next fiscal budget. A recommended annual budget will be presented to the Lakeland Library Cooperative Board by the Advisory Council for approval no later than the September Cooperative Board meeting to become effective October 1 of the new fiscal year.

The Committee shall consist of three (3) Lakeland Library Cooperative Board members. The three (3) Committee members shall consist of:

- Two (2) appointments from either library Groups A, B or C and
- One (1) appointment from library Groups D or E
- With the Lakeland Library Cooperative Board Treasurer representing their library Group letter.

The current Lakeland Library Cooperative Board President shall be an ex-officio non-voting member and shall appoint members annually. The Board Treasurer shall serve as chair of the Committee. Each representative shall receive one vote. Meetings will be rescheduled if a quorum of two (2) is not present.

The Lakeland Library Cooperative Director shall be present at all meetings. The Cooperative Director, or his/her designee, shall keep the Minutes of all Committee meetings; keep an accurate record of all business transacted; shall be custodian of all records; shall conduct all correspondence of the Committee, unless otherwise provided; and distribute minutes of each meeting to the full Lakeland Library Cooperative membership.