CONTRA COSTA COUNTY LIBRARY COMMISSION
AGENDA ATTACHMENT 6

MEETING DATE: Thursday, November 17, 2016
AGENDA ITEM #: 11A
ITEM: NOMINATIONS AND ELECTION OF 2017 LIBRARY COMMISSION OFFICERS

RECOMMENDED ACTION:
Commissioners will nominate and elect 2017 Library Commission Officers.
IX. OFFICERS

A. The Commission shall elect its own Chair and Vice-Chair. The County Librarian will be the Secretary.

B. The Chair shall (1) preside at all business meetings, (2) set the agenda and review minutes for all meetings in consultation with the Secretary, (3) have general supervision over all Commission business, and (4) have such other powers and duties as may be assigned to him/her by the Commission.

C. The Vice-Chair shall, in the absence or inability of the Chair to act, exercise all the powers and perform all the duties of the Chair. He/she shall also have such other powers and shall perform such other duties as may be assigned to him/her by the Commission.

D. The Secretary will keep the minutes of the meetings of the Commission. In consultation with the Chair, he/she shall prepare all agendas. He/she shall distribute all agendas, act as custodian of the Commission's records, keep a register of the contact information of each member, which will be furnished to the Secretary by each member and, in general, perform all duties incident to the office of Secretary.

E. The Chair and Vice-Chair shall be elected annually at the regular November meeting for a term of one year and may succeed themselves for one additional consecutive term. Majority votes of both city/town and County members present constituting a quorum are required to elect officers to the Commission.