

Bridgton Public Library

REQUIRED BOARD VOTE POLICY

1. **Scope.** This policy identifies those items and issues that require a vote of the Board of Trustees (Board). With a quorum present *, the Board is required to approve, change, or disapprove measures as specified in the By-Laws, or those shown below. Measures listed in the By-Laws take precedence.

2. **Board Required to Vote.**

- a. The annual budget recommended by the Finance Committee.
- b. A legally enforceable contract or agreement with an individual, company or organization that is to be executed by the Library Director, an officer or a Committee Chair. (Note: This requirement does not apply to routine operational agreements with suppliers such as utility companies, office suppliers, book suppliers, insurance companies, accountants, etc.)
- c. An offer of employment to a candidate for Library Director.
- d. A proposed gift or bequest as outlined in the BPL Gift Acceptance Policy.
- e. A project as outlined in the Significant Maintenance and Major Projects Policy.
- f. When a proper motion has been initiated by a Trustee and the motion has been made and seconded.

* The presence of a quorum may be constituted at a virtual, in-person or combination meeting. Voting by e-mail is generally discouraged. If, however, when an in-person or virtual meeting is deemed impractical, voting by e-mail will be allowed when the President declares it a necessity. < This footnote may become unnecessary if proposed By-Law changes are approved at the annual meeting in Sept. 2022. It can then be deleted.

Approved Mat 17, 2022