

## TOWN OF TWO HILLS PUBLIC LIBRARY BOARD POLICY MANUAL

**Category:** Board  
**Policy Number:** 110  
**Title:** Meetings of the Library Board

### **Policy Statement:**

The Board shall meet periodically to review and conduct the business of the Library Board.

### **Guidelines and Procedures:**

1. Board meetings shall be held on the second Wednesday of every second month.
2. The first regular board meeting after November will also serve as the annual organizational meeting.
3. The Chairman of the Board will call special meetings when necessary.
4. A quorum for a meeting shall be over 50% of its board members.

Policy #110  
Meetings of the Library Board

Date Approved: November 14, 2012

Date to Review: March 18, 2023