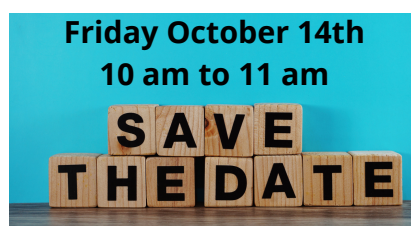


## FLLS Annual Meeting

Save the date! You're invited to the 64th FLLS Annual Meeting. Please join us virtually on Friday, October 14th from 10 am to 11 am. (The link will be sent out soon.)

The hour-long meeting will include a business portion with the election of FLLS Board Trustees representing Cortland, Tompkins, and Tioga counties followed by a short review of the past year, from both the perspective of things that we were able to do at the system, and what we saw at our member libraries.

The annual meeting is for library directors, library staff, and trustees to attend. A reminder that library trustees from our member libraries are the people who vote during our Annual Meeting.



### The Great Give Back Oct 15, 2022

This fall, twenty of our member libraries will join in the [Great Give Back](#), a community service initiative whose mission is to provide a day of opportunities for the patrons of the Public Libraries of New York State to participate in meaningful, service-oriented experiences.

Watch for spotlights on our libraries' projects on our socials over the next few weeks.



### Open Meetings Law Update

Governor Hochul recently extended the relaxation on Open Meetings Law allowing online board meetings through **September 12, 2022**. You may conduct your meetings virtually, hybrid or in person through **Sept 12** and may allow phone participation (and voting by phone).

Currently the Governor reviews this monthly as per law. While the relaxation has continued, it is a good idea to consider how your library will meet Open Meetings Law requirements if and when we return to in-person meetings.

### Friends of Libraries Week Oct 16-22, 2022

Does your library have a Friends group? Or perhaps your library is looking to start a Friends group. Either way, it's time to celebrate (and promote) them this October. Friends groups offer a unique kind of support to libraries through volunteering and fundraising.

Learn more at [NYLA's Friends of Libraries Section](#) page and the [United for Libraries Friends of Libraries Week page](#) for more information and ideas.



## NYLA 2022 Conference

Registration for the 2022 NYLA Annual Conference opened on August 15th. The [NYLA 2022 Annual Conference](#) will take place from Wednesday, November 2nd – Saturday, November 5th at the Saratoga Springs City Center in Saratoga Springs. This is a great educational and networking opportunity for library staff, trustees, and Friends groups.

NYLA's Library Trustees Association Section "represents, assists, educates, and honors public library boards and their trustees as providers of universal library service."

## Help Wanted: Hiring at Your Library

Libraries can be exciting and fulfilling places to work. Posting jobs, interviewing candidates, and onboarding or training new employees is an important, yet time-intensive task for Library Directors.

FLLS can provide your library with job descriptions, salary ranges, and interview best practices. We can also offer guidance on many personnel issues and refer you to reliable and current employee/employer resources.

Your role as the Board of Trustees is to hire a qualified Library Director. Library Directors are then responsible for the management of the library's staff. Learn more about working together [here](#).

## Minimum Standards Minute: No. 1 Written Bylaws

It's no coincidence that the first standard focuses on your library's bylaws since they define the structure and rules of the board of trustees.

Without bylaws, your organization cannot run effectively and efficiently. Your bylaws must be on your library website as well as made available to anyone who requests them.

### Public Library Minimum Standard No. 1

states that your library must have written bylaws. Typically they include information like:

- Type of library
- Your Service Area
- Number of Trustees and terms
- Officer's duties and responsibilities

Here are some [sample bylaws](#) provided by the NYSL Trustee [Handbook for Library Trustees of New York State](#).

Looking for more guidance? The New York State Library's [Helpful Information for Meeting Minimum Standards](#) is a rich resource.

You can also reach out to Sarah or Heidi [sglogowski@flls.org](mailto:sglogowski@flls.org); [heckerson@flls.org](mailto:heckerson@flls.org) with your library's specific questions.

