

Policies and Procedures for Tulsa Library Trust

Meetings

1. Regular quarterly meetings will be held in February, May, September and November at times to be determined in November and announced for the following year.
2. The November meeting will be the Annual Meeting.
3. Officers elected at the Annual Meeting will assume office the following January 1 for a term of one year.
4. Anything in the Trust Agreement for the Tulsa Library Trust to the contrary notwithstanding, a quorum, either at a regular or special meeting may be constituted, and a trustee may cast a vote, not only in person, but also by written power of attorney, teleconference, or electronically, so long as the Tulsa Library Trust may confirm, in its reasonable judgment, that (a) the trustee was aware of the issue on which his or her vote was being cast, and (b) such vote is confirmed at or during such meeting or during within five business days thereafter.

Committees

Trustees may establish such standing or special committees as a majority of the trustees may from time to time deem necessary. Chairmen of such committees shall at all times be members of the trustees, but membership need not be restricted to trustees.

Note: These policies are supplemental to the amended and restated Trust Agreement for the Tulsa Library Trust, adopted June 25, 2009, and may be amended by a majority vote of the trustees at any regular or special meeting of the trustees. They replace the Bylaws of the Trust (as revised 2/05/08)