

FRIENDS OF THE WATERBORO PUBLIC LIBRARY

By-Laws

ARTICLE I Name

The name of this organization shall be Friends of the Waterboro Public Library.

ARTICLE II Purpose

The purpose of this Organization shall be to act as an advocate for good library service and use; to promote fund raising and volunteer activities to benefit the library; to enhance the Waterboro Public Library facility, including its physical plant; the acquisition of books and technology.

ARTICLE III Membership

All individuals interested in the purposes of the Organization shall be eligible for membership.

ARTICLE IV Officers and Executive Board

Section 1 - This Organization shall have the following Officers: President, Secretary, Treasurer.

Section 2 - The Executive Board shall be composed of the Officers and four members of the Organization. The immediate Past President shall continue as a Board member for one year following her/his retirement from office.

Section 3 - The Officers and Executive Board members shall be elected at the Annual Meeting by a majority of those present. The President and Treasurer and two Members-at-large shall be elected in odd-numbered years and the Secretary and other Members-at-large shall be elected in even-numbered years.

Section 4 - The terms of office for all Board members shall be two years. No Officer or Board member shall serve more than two consecutive terms in one position.

Section 5 - A Nominating Committee appointed by the Executive Board shall submit a slate of candidates and nominations may be made from the floor providing the nominee has given her/his consent.

Section 6 - All elected Board members are expected to attend the scheduled Board meetings. Should a member miss three meetings without cause, she/he may be replaced by the Board and the appointee shall serve until the next Annual Meeting.

Section 7 - All elected Board members shall hold individual memberships in Friends of the Waterboro Public Library.

Section 8 - In the event a vacancy should occur for any Executive Board position prior to the end of a term, the Executive Board may appoint an individual to complete that term.

ARTICLE V Duties of Officers

The Officers shall have the usual duties and authority exercised by Officers of a non-profit corporation.

ARTICLE VI Committees

The Board may appoint committees as they deem advisable with necessary powers and authorities. The persons serving on committees may be either Board members or other members of the Organization.

ARTICLE VII Meetings

Section 1 - An Annual Meeting shall be held. Members shall be notified in writing two weeks prior to the meeting.

Section 2 - The Board shall hold at least two meetings a year. Special meetings of the Board may be called by the President or upon the request of any three members of the Board. At least one week's notice of said meeting shall be given in writing.

Section 3 - The members present shall constitute a quorum.

Section 4 - A special meeting of the Organization may be called at any time by the Board.

Section 5 - Each Organization Member shall be entitled to one vote.

ARTICLE VIII Dues

Dues shall be paid annually and become due on July 1. Dues shall be established by the Executive Board and any changes voted upon by the membership at the next Annual Meeting.

ARTICLE IX Fiscal Policies

Section 1 - The fiscal year shall run from Jan. 1 - Dec. 31. All funds shall be deposited to the account of Friends of the Waterboro Public Library, and shall be disbursed by the Treasurer as authorized by the Executive Board.

Section 2 - This Organization will not carry on any activities not permitted to be carried

on by a non-profit corporation exempt from Federal income tax under section (501)(c)(3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue Law.

ARTICLE X Distribution of Assets upon Dissolution

Upon the dissolution of the Organization, the entire net assets remaining after the payment or satisfaction of any and all liabilities and obligations of the Organization shall be distributed to the Waterboro Public Library.

ARTICLE XI Parliamentary Procedure

Robert's Rules of Order (Revised), when not in conflict with there By-Laws, shall govern proceedings of this Organization and of the Board.

ARTICLE XII Amendments

These By-Laws may be amended at the Annual Meeting by a two-thirds vote of the members present, provided that the notice has been submitted in writing to all current members at least two weeks prior to the meeting.

By-laws approved by the Board of the Friends of the Waterboro Public Library on February 2006.

Note: Annual Meeting is in June