

BYLAWS

FRIENDS OF THE L.E. PHILLIPS MEMORIAL PUBLIC LIBRARY, INC.

ARTICLE I: NAME

The name of this Wisconsin nonprofit organization shall be the Friends of the L.E. Phillips Memorial Public Library, Inc.

ARTICLE II: MISSION STATEMENT

The mission of the Friends of the L.E. Phillips Memorial Public Library is to encourage literacy, expression, and discovery in the Chippewa Valley through support to the L.E. Phillips Memorial Public Library and the surrounding community.

ARTICLE III: PURPOSE

The Friends shall support the library by

- ◆ encouraging public use of and advocating for library resources and services.
- ◆ assisting in fund-raising efforts to provide the public with an enhanced library collection and improved services.
- ◆ supporting the Library Bill of Rights and Freedom to Read and View statements of the American Library Association.
- ◆ providing volunteer services for special events and projects requested by library staff.

The corporation is organized exclusively for charitable and educational purposes under Section 501(c)(3) of the Internal Revenue Code.

ARTICLE IV: MEMBERSHIP

Membership shall be open to all individuals and organizations.

ARTICLE V: OFFICERS

The officers shall be the President, the Vice President/President Elect, the Secretary, the Treasurer and the Past President. All officers must be members of the Friends.

The President shall serve for one year and immediately succeed to a one-year term as Past-President; Vice; President/President Elect shall serve for one year and then immediately succeed to the presidency; the Secretary shall serve for two years; and the Treasurer shall serve for two years. Terms of office shall begin on July 1.

Should an officer's position become vacant, the unexpired term may be filled by any Friends member in good standing who has been nominated by the President or Past President in the case of a vacant Presidency and approved by the Executive Board of Directors. No officer or Executive Board member shall serve for more than two consecutive terms in the same position. The succession of Vice President/President Elect to President to Past-President shall be considered as one term of office.

ARTICLE VI: THE EXECUTIVE BOARD

The Executive Board shall consist of the officers and two members at-large elected for two-year alternating terms. All Friends Board members are expected to be members of the Friends. The Administrative Assistant and the Program and Development Coordinator of the Friends of the Library, the Library Director (or his or her designee) and a representative of the Library Board shall be non-voting ex-officio members and are expected to attend board meetings.

ARTICLE VII: COMMITTEES

The Executive Board may establish committees as needs dictate and each committee shall consist of at least three members. The purpose and responsibilities of each committee shall be established and modified by members of the committee and approved by the Executive Board. Board members are expected to serve on a committee. Any member of the Friends may serve on committees except the Personnel Committee. Committee descriptions and current committee assignments are contained in the Executive Board Handbook.

ARTICLE VIII: ELECTIONS

The Nominating Committee shall present a slate of officers and at-large candidates for election at the annual meeting. Additional nominations may be made from the floor. The Nominating Committee shall present the names of the officer candidates and at-large candidates to the Executive Board at least one month before the election. These nominations are submitted in writing to the membership at least two weeks before the annual meeting.

ARTICLE IX: MEETINGS

The Executive Board shall meet monthly except, for August and December, the regular time and place to be set after the annual meeting. The President shall call special meetings as needed. A quorum for a meeting shall consist of four or more members of the Executive Board.

An annual meeting shall be held on a date to be determined by the Executive Board. Members shall be notified in writing at least two weeks prior to the meeting.

ARTICLE X: DUES

Dues shall be paid annually. Dues paid in the last quarter of the year shall be credited for the following year. Categories of dues and dues amounts shall be determined by the Executive Board.

ARTICLE XI: AMENDMENTS

The Bylaws may be amended by an affirmative vote of at least a two-thirds vote of the Executive Board present. Notification in writing must be sent to each Executive Board member at least two weeks before the meeting at which the voting is to take place.

ARTICLE XII: PARLIAMENTARY PROCEDURE

Roberts Rules of Order, revised, when not in conflict with these bylaws, shall govern the proceedings.

ARTICLE XIII: DISSOLUTION

Upon the dissolution of the corporation, the Board of Trustees shall, after paying or making provisions for the payment of all the liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purposes of the corporation in such a manner or to such organizations organized and operated exclusively for charitable or educational purposes or shall at the time qualify as an exempt organization or organizations under the current Section 501(c)(3) of the Internal Revenue Code regulations as the Board of Trustees shall determine. Any assets not disposed of shall be disposed of by the current laws of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operate exclusively for such purposes.