Employer ID. #45-2454220 Broadwater Friends of the Library

CONSITIUTUION AND BYLAWS OF BROADWATER FRIENDS OF THE LIBRARY

ARTICLE I NAME

The name of this organization shall be Broadwater Friends of the Library.

ARTICLE II PURPOSE

The purpose of this organization shall be to maintain an association of persons interested in libraries, to focus public attention on the library; to stimulate the use of the library’s resources and services; to receive and encourage gifts and bequests to the library; to support and cooperate with the library services and facilities for the community.

The purposes of this organization are exclusively charitable and educational and no substantial part of its activities shall involve attempts to influence legislation or political campaign by propaganda or otherwise, except as allowed within the meaning of Section 501 (c) (3) of the Internal Revenue Code.

ARTICLE III MEMBERSHIP

Section 1. Membership of this organization shall be to all persons interested in the library.

Section 2. Each membership shall be entitled to one vote. A family membership entitles each member of the family to one vote.

Section 3. The membership shall have the option to sponsor a Junior Friends group involving young people up to the age of eighteen.

ACTICLE IV OFFICER AND ELECTION

Section 1. The officers of the organization shall be vested in a Board of Directors which shall consist of five Directors; a President, Treasurer, Secretary, and two board members. NOTE: Broadwater Library staff should not be members of the Board.

Section 2. Officers and Directors shall be elected for two year terms. However, two non-officer Directors’ terms shall expire after one year.

Section 3. The election of officers and directors shall be held at the annual meeting, and they shall assume the duties of that office immediately following the election. Officers and directors shall be elected by majority vote of those present at the annual meeting.

Section 4. Officers shall be nominated by a nominating committee appointed by the president with the consent of the Board of Directors, such nominating committee to consist of two persons appointed from the membership at large. The nominating committee shall not nominate any person who does not consent to such nomination. Additional nominations may be made from the floor with the consent from the nominee.

Section 5. Vacancies occurring on the Board of Directors shall be filled for the unexpired term thereof by a majority vote of the remaining members of the Board of Director.

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ARTICLE V AMENDMENTS

The Constitution and Bylaws may be amended by the majority of members voting on such an amendment.

ARTICLE VI FINANCES

Section 1. Monies received from memberships, projects, gifts and memorials shall be used to further the purpose of this organization.

Section 2. All expenditures from these funds shall be approved by the Board of Directors.

Section 3. The fiscal year shall be from \_\_\_\_\_\_\_\_\_\_\_\_through \_\_\_\_\_\_\_\_\_\_\_\_\_each year.

Section 4. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered.

ARTICLE VII DISSOLUTION

Upon dissolution of the organization, the Board of Directors, after paying or making provisions for the payment of all liabilities and obligations of the organization, shall transfer all remaining assets to the Village of Broadwater as exempt under the provisions of Section 501 (c) (3) of the Internal Revenue Code. Anny Assets not so included shall be disposed of by the County Court of the County of Morrill, to an organization or organizations as the court shall determine which are organized and operate exclusively for educational and charitable purposed, in keeping with provisions of Section 501 (c) (3).

ARTICLE VIII MEETINGS

Section 1. The annual meeting shall be held in \_\_\_\_\_\_\_\_\_\_\_\_\_

Section 2. Meeting of the Board of Directors shall be held throughout the year on specific dates agreed on by the Directors. A simple majority of the Board of Directors shall constitute a quorum.

Section 3. The agency head or a delegated representative shall be present at all regular meetings.

Section 4. All meetings shall be open to the public.

ARTICLE IX DUTIES OF THE OFFICERS AND DIRECTORS

Section 1. The President shall:

1. Preside at the meetings.
2. With the consent of the Board of Directors, appoint all committee chairpersons and coordinate their activities.
3. Represent the Friends before any group requesting presence of the Friends, or delegate a representative.
4. Be an ex-officer member of all committees except the nominating committee.

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1. Prepare a brief annual report to include information on the activities of the past year and an announcement of the date of the annual meeting in \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Section 2. The Secretary shall:

1. Keep the minutes of all Board and Annual meetings and distribute to all Board members, the community librarian, and the Executive Board of the Friends council.
2. Conduct all correspondence as directed by the President.
3. Perform such other duties as are customarily required of the office of Secretary.
4. Appoint a member at act as President pro tem with favorable majority vote upon absence of President.

Section 3. The Treasurer shall:

1. Be chief financial officer of the organization.
2. Make regular financial reports to the Board of Directors.
3. Keep an account of all money received by the organization and deposit the same in the bank designated by the Board.
4. Pay all bills as approved by the Board of Directors. Two signatures will be required on all checks.
5. Collect all dues from Membership chairman, maintain a current list of paid members, and regularly inform the Board of the status of the membership.
6. Perform such other duties as the Board of Directors may from time to time prescribe.
7. Accounts will be audited annually by two Library Board Officers before presentation to Annual Meeting in\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

ARTICLE X DUES STRUCTURE

Section 1. Dues shall be payable annually and shall become due on the day of the annual membership meeting.

Section 2. Dues shall be:

1. Individual
2. Family
3. Business and Organization