



FRIENDS OF THE
JEFFERSON-MADISON
REGIONAL LIBRARY

BYLAWS

ARTICLE I NAME AND FISCAL YEAR

Section 1

The name of the organization shall be the Friends of the Jefferson Madison Regional Library.

Section 2

The fiscal year shall be July 1 to June 30.

ARTICLE II PURPOSE

Section 1

The purposes for which the organization is formed are exclusively charitable and educational:

- a. To maintain an association of persons interested in the welfare of the Jefferson Madison Regional Library.
 - b. To focus public attention on the library.
 - c. To stimulate the use of the library's resources and services.
 - d. To receive and encourage gifts, endowments and bequests to the library.
 - e. To support and cooperate with the library in developing library services and facilities for the community.
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ARTICLE III MEMBERSHIP

Section 1

Membership in this organization shall be open to all individuals in sympathy with its purposes, and to organizations and clubs by duly constituted act of the Board of Directors.

Section 2

Full membership shall be obtained and maintained by persons aged 18 years or older either by:

- a. Paying annual membership dues; or,
- b. Making a donation in kind of time.

Section 3

Individual full membership may be obtained by eligible members of a family paying membership dues by declaring the number of memberships required and paying the minimum membership dues for each member.

Section 4

The period of membership shall be for one year, commencing:

- a. For members paying dues: from the date of payment of the last dues, which date shall be deemed the date of the check or other instrument, or if in cash, the date received by the Friends.
- b. For members donating time: from the initial date leading to qualification by time.

Section 5

Full members whose membership is current shall be entitled to one (1) vote.

Section 6

Associate (non-voting) membership shall be open to persons aged between thirteen and seventeen years who would otherwise qualify for full membership under Section 2b of this Article.

ARTICLE IV OFFICERS AND DIRECTORS

Section 1

The officers of the organization shall be the president, first vice president, second vice president, treasurer, general secretary and membership secretary. There shall be seven (7) directors.

Section 2

Board members shall be paid-up full members of the organization and shall derive their individual board voting rights by valid current membership and election to the Board.

Section 3

Officers and directors shall be nominated by a nominating committee of not less than three members who are appointed by the Board of Directors. The nominations shall be submitted in writing to the membership at least two (2) weeks prior to the annual meeting. Additional nominations may be made from the floor at the time of the election provided written consent of the nominee has been obtained.

Section 4

Officers and directors shall be elected by majority vote of those present at the annual meeting. The terms of office of officers and directors shall be two (2) years or until their successor is elected, and shall begin immediately upon conclusion of the election. No officer or director, except for the second vice president and treasurer, shall occupy the same office for more than two successive terms, but are eligible for reelection to such office after a break of two years. The president, first vice president, and four (4) directors shall be elected in even numbered years. The second vice president, treasurer, general secretary, membership secretary, and three (3) directors shall be elected in odd numbered years.

Section 5

Midterm vacancies shall be filled by election by the Board of Directors until the next regular election. A partial term shall not be deemed a term for the purposes of Section 4 of this Article.

ARTICLE V DUTIES OF OFFICERS AND DIRECTORS

Section 1

President: The president shall preside over and conduct meetings of the Board of Directors, and of the general membership meeting and shall appoint committee chairs and members thereof except the nominating committee or as limited herein. The president is an ex officio member of all committees except the nominating committee.

Section 2

First vice president: The first vice president shall be Chair of the Publicity and Public Relations Sub Committee. This officer shall also perform the duties of the president in the absence of the president as well as carrying out other responsibilities as mutually agreed upon.

Section 3

Second vice president: The second vice president shall be Director of the Book Sale and Chair of the Book Sale Committee.

Section 4

Treasurer: The treasurer shall receive and disburse funds as directed, keep and maintain the financial records, and prepare or arrange preparation of the necessary reports thereof including an annual audit and associated reports.

Section 5

General Secretary: The general secretary shall keep a permanent record of the minutes of all meeting of the *Board of Directors* and of the annual membership meeting, and shall maintain such other records and correspondence as the president may direct.

Section 6

Membership Secretary: The membership secretary shall maintain current records of membership due and special contributions, as well as addresses for Newsletter mailing.

Section 7

Directors: Directors have the power and duties necessary for the administration for the affairs of the Corporation. Directors may serve as chairs of committees.

ARTICLE VI BOARD OF DIRECTORS

Section 1

Board of Directors: A governing board consisting of all elected officers and directors shall be charged with the management of the affairs of the organization. This board shall meet at regular intervals at least four times a year. A simple majority shall constitute a quorum. Special meetings may be called by the President. The immediate Past President, chairs of committees, the Library Director and the senior member(s) of paid staff are members ex officio without vote.

ARTICLE VII COMMITTEES

Section 1

The president may appoint such committees as may from time to time seem proper, except the nominating committee.

ARTICLE VIII MEETINGS

Section 1

An annual membership meeting shall be held each June. Members shall be notified in writing at least two weeks prior to the date of the meeting.

Section 2

A special membership meeting may be called by the Board of Directors upon one week advance written notice to the membership.

Section 3

A quorum shall be the number of members present at a membership meeting.

ARTICLE IX DUES

Section 1

The Board of Directors shall be empowered to fix dues, the payment period, and the classes of contribution.

ARTICLE X AMENDMENTS

Section 1

Amendments to these bylaws may be made at any meeting of the general membership by a two thirds vote of those present after notification in writing to each member at least two weeks prior to the meeting. Such notice shall contain the text of the proposed change, but the text may be changed by a motion and two thirds vote from the floor.

ARTICLE XI PARLIAMENTARY PROCEDURE

Section 1

Robert's Rules of Order, Revised, when not in conflict with these bylaws, shall govern the proceedings of this organization.

Adopted: June 27, 2002. Revised: June 28, 2007. Revised: September 18, 2008