

**Bylaws of the
Friends of the Library**
Alliance, Nebraska

Bylaws of the Friends of the Alliance Public Library

FRIENDS OF THE ALLIANCE LIBRARY

Resolution:

Whereas, there will be a new library building;

Whereas, there is substantial growth in the community;

Whereas, there will be more demands placed on library services, it is therefore,

Resolved, that we form an organization whose purposes are to help fulfill the expanding role of the library in Alliance.

BYLAWS:

Article I. NAME

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

Article II. PURPOSES

The object of this non-profit organization shall be to encourage public interest in and support of the library; to cooperate with the library staff and library board in providing library services and facilities; and to organize fund-raising projects.

Article III. MEMBERS

Section 1. Anyone interested in this organization and its purpose shall be eligible for membership.

Section 2. Four membership classifications exist: Active, Associate, Life, and Honorary. An Associate member desires to offer financial support to the organization through payment of dues, will receive the newsletter, and does not have the privilege of voting. Life members pay dues only once, may request active or associate status after the May election of each year, and will receive the newsletter. Honorary members are members selected by the general membership to be relieved of dues payments because of an outstanding contribution to the library or because of the mandatory nature of their relationship to this organization by virtue of their position on the library board or library staff. The librarian of the Alliance Public Library and the liaison member for the Alliance Library Board are so named.

Section 3. Membership dues shall be \$1 for active members: \$5 for associate members and \$50 for life members. Dues are payable in advance on or before the first Wednesday of May. The treasurer shall notify members three months in arrears, those whose dues are not paid then, thirty days thereafter shall be automatically dropped from the organization.

Article IV. OFFICERS AND ELECTIONS

Section 1. The officers of this organization shall be President, vice-President, Secretary, Treasurer, and Parliamentarian: three additional positions shall be elected – Finance Chairman, Membership Chairman, and Newsletter Chairman.

Section 2. The officers and standing committee chairmen of this organization shall serve for one year or until their successors are elected and their term of office shall begin at the close of the annual meeting at which they are elected.

Section 3. No officer or standing committee chairman may hold the same office more than two consecutive years.

Section 4. Election shall be by ballot and a plurality vote shall elect when there are more than three nominees for an office. In the event there is only one nominee for an office, a voice vote shall be in order.

Section 5. The nominating committee shall present a slate of potential officers and standing committee chairman, listing one candidate for each position in the newsletter prior to the May meeting.

Section 6. The additional members of the nominating committee will be elected at the February meeting. The chairman of the nominating committee will be chosen by the Executive Board before the February meeting.

Article V. DUTIED OF OFFICERS

Section 1. The President will preside at meetings of the Executive Board and the general membership and attend library board meetings when possible. The President shall appoint committees.

Section 2. The Vice-President will perform the duties of the President in the absence of the President and will chair the Program Committee.

Section 3. The Secretary will record the attendance and minutes of the meeting of the Executive Board and of the general membership, keep a list of the members with addresses and phone numbers, and see that all required notices are given.

Section 4. The Treasurer will have custody of the funds of the organization, maintain and keep financial records, pay bills allowed by the Executive Board, and make financial reports as requested by the President.

Section 5. The Parliamentarian will advise this organization in the interpretation of its bylaws and parliamentary authority.

Article VI. Meetings

Section 1. The meeting of the general membership shall be on the first Wednesday of October, February and May.

Section 2. The annual meeting shall be held in May for the purpose of A. election of the officers and standing committee chairmen, b. annual reports, c. such other business as may come before the meeting.

Section 3. Special meetings may be called by the President or by three members of the Executive Board. The active membership must be notified by phone, written note, or newsletter of this meeting and the purpose.

Section 4. A quorum will consist of 10% of the active membership.

Article VII. Executive Board

Section 1. The Executive Board shall consist of the five officers and the chairmen of the standing committees; the librarian of the Alliance Public Library and the liaison member chosen by the Alliance Public Library Board are ex-officio members.

Section 2. This Board shall meet at least two weeks prior and no more than a month prior to each general meeting to discuss business and matters of interest to the organization and will plan the general meeting agenda and approve the program suggested by the Program Committee. Special meetings may be called by the President or by three members of the Executive Board.

Article VIII. Standing Committees

Section 1. The standing committees are 1. Finance, 2. Membership, 3. Program, 4. Newsletter and such other committees as may be necessary.

Section 2. Special committees shall be appointed by the President.

Section 3. The president shall be an ex-officio member of all committees.

Section 4. The Finance Committee will select its recommendation at the Executive Board's meeting prior to the October general meeting for its approval. Recommendations will be discussed and approved or amended at the October meeting and the committee will then oversee these projects during the year and be responsible for their implementation. The treasurer shall be ex-officio member of this committee.

Section 5. The Membership Committee will plan ways to encourage new people to attend and join the organization. The secretary shall be an ex-officio member of this committee.

Section 6. The Program Committee, headed by the vice-president, will seek out interesting programs of a relevant nature to present at the October and February meetings of the general membership.

Section 7. The Newsletter Committee will provide a newsletter to all members a minimum of three times yearly so timed as to advise the members of the meeting time and place, of the agenda planned by the Executive Board, and of the program.

The slate of officers provided by the nominating committee must appear in the newsletter preceding the May meeting. The secretary shall be an ex-officio member of this committee.

Article IX. PARLIAMENTARY PROCEDURE

Roberts Rules of Order Newly Revised, when not in conflict with the bylaws, shall govern the proceedings of this organization.

Article X. AMENDMENTS

These bylaws may be amended at any regular meeting of the general membership by a two-thirds vote provided that written notice of the amendment is given prior to the meeting of the general membership in the newsletter.