

Friends of the St. Clair Shores Public Library

Bylaws

Article I - Name

The name of this organization shall be the "Friends of the St. Clair Shores Public Library."

Article II - Purpose

Section 1. The purpose of this organization shall be to maintain an association of people interested in books and libraries to support the operation of the St. Clair Shores Public Library; to assist in promoting knowledge of and participation in library programs; to aid in providing funds to meet special library needs; to support and cooperate with the library in developing library services and facilities for the community; to encourage gifts of books, endowments, and bequests; and to provide a channel for individuals and organizations to express ideas and make suggestions for library use and service.

Section 2. This organization is organized exclusively for educational purposes.

Article III - Membership

Section 1. Membership in this organization shall be open to all interested individuals and families.

Section 2. Family memberships are available for two or more people. Various membership levels are available.

Section 3. The annual dues for membership shall be set by a vote of the membership, upon recommendation of the Board of Directors.

Section 4. All memberships shall expire one year from application.

Article IV - Board and Officers

Section 1. The officers of the organization shall be a President, Vice President, Treasurer, Secretary and up to eight directors. A majority of the members of this Board shall constitute a quorum for the transaction of business.

Section 2. The Director and Assistant Director of the St. Clair Shores Public Library shall serve as ex-officio members of the Board of Directors.

Section 3. The direction of affairs of this organization shall rest with the Board of Directors, the President serving as Chair.

Section 4. All members of the Board of Directors serve as volunteers.

Section 5. The Board shall hold at least nine monthly meetings annually, in addition to the Annual Meeting. Special meetings may be called by the President.

Section 6. The President shall preside over and conduct all meetings, appoint all committees, and be an ex-officio member thereof.

(FINAL DRAFT for approval May 1, 2014.)

Section 7. The Vice President shall perform the duties of the President in the absence of the President. The Vice President also shall perform such other duties as may be assigned from time to time by the President.

Section 8. The Treasurer shall keep and maintain the financial records of the organization.

Section 9. The Secretary shall record attendance at all meetings, take the minutes of all meetings, notify the members of the time and place of meetings, and conduct the correspondence of the organization.

Section 10. Resignations from the Board of Directors must be submitted in writing to the President. Vacancies to the Board will be appointed by the President to serve until the next Annual Meeting.

Section 11. Regular attendance at Board meetings is essential for the effective operation of the organization. Board members are allowed no more than three absences within one year. Additional absences may result in the member's removal from the Board at the Board's discretion.

Article V - Committees

Section 1. The Board may establish necessary committees and the President shall appoint members to those committees with the approval of the Board.

Section 2. No committee or member thereof shall have any authority to make any contract or to incur any indebtedness, obligation or liability in the name of or in behalf of the organization without the authority and approval of the Board of Directors.

Article VI - General Membership Meetings

Section 1. This organization shall hold its Annual Meeting in the spring for the purpose of election of officers, to receive various reports and to enact any other business. Notice shall be given to the General Membership at least fifteen days prior to the date of the meeting either in print or by electronic means.

Section 2. Special meetings may be held as directed by the President, provided the General membership is notified (with the business to be transacted stated) at least fifteen days prior to the date of the meeting.

Section 3. A quorum for any duly constituted meeting shall be a majority of those members in good standing present.

Article VII - Funds

Section 1. All dues and funds shall be made payable to and deposited in the accounts of the Friends of the St. Clair Shores Public Library.

Section 2. Funds shall be distributed by the Treasurer as authorized by the Board of Directors.

Section 3. An annual accountant's review may be made of the organization's accounts at the discretion of the President and with the approval of the Board of Directors.

Article VIII - Parliamentary Procedure

(FINAL DRAFT for approval May 1, 2014.)

The proceedings of this organization shall be governed by Roberts' Rules of Order.

Article IX – Amendments

These bylaws may be amended at any meeting of the membership by a majority of the membership present and voting . Notice of proposed amendments shall have been mailed to all members not less than seven nor more than fifteen days prior to the date of the meeting.

Article X – Activity Limitations

Section 1. No part of the net earnings of the organization shall pass to the benefit of or be distributed 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 .

Section 2. The organization shall not participate or further any political candidate, action or cause.

Section 3. This organization shall only be engaged in activities which are congruent with its mission.

Article XI – Dissolution

Section 1. Upon the dissolution of this organization, the Board of Directors shall, after paying or making provisions for the payment of all liabilities of the organization, donate the official records and any assets to the St. Clair Shores Public Library, or if the St. Clair Shores Public Library does not exist, to an organization or organizations founded exclusively for education, charitable, religious, or scientific purposes which qualified as an exempt organization under Section 501(c) (3) of the Internal Revenue Code of 1986 (or corresponding provisions of any future United States Internal Revenue Law) as the Board of Directors shall determine.

Signed and approved January 31, 1984: William Gilstorf, President and Kathleen Slawson, Vice President

Amended March 14, 1989: William Gilstorf, President and Kathleen Slawson, Vice President

Amended April 14, 1994

Amended April 9, 1997

Revised May 1, 2014