

Friends of the Southern Peaks Library
By-Laws (4/28/98) Revised 2007

- **Membership**
 - Payment of dues
or
 - Active volunteer (actively participate in one or more activities)

- **Dues**
 - Individual \$10
 - Under 18 \$2
 - Family \$15
 - Business/association \$25 and up
 - Benefactor \$25 and up
 - Life Member (individ.) \$100
 - Life Member (family) \$150

- **Membership year**
 - July 1 through June 30

- **Officers**
 - President
 - Vice-President
 - Secretary
 - Treasurer

 - Majority vote of members at annual meeting
 - One year term
 - Not more that two successive terms

- **Executive Committee**
 - Officers
 - Library Director or designee
 - Library Board member
 - Member at Large
 - If an officer is also a member of the Library Board, a second member-at-large may be designated

- **Executive Committee Meetings**
 - Held quarterly
 - Special meetings may be called by President

- **Annual Meeting**
 - April

4/28/98
Revised 2007

**BY-LAWS
OF
FRIENDS OF SOUTHERN PEAKS LIBRARY**

ARTICLE I. Name

Section 1. The name of this organization shall be Friends of Southern Peaks Library.

ARTICLE II Purpose

Section 1. The purpose of this organization shall be to maintain an association of persons interested in the Southern Peaks Library; to focus public attention on the library; to receive and encourage gifts, endowments and bequests to the library; to support and cooperate with the library in developing library services and facilities for the community; and to stimulate the use of the library's resources.

Section 2. The purposes of the organization shall be limited to charitable and educational purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code.

No substantial part of the , organization's activities shall involve attempts to influence legislation except as allowed under the provisions of Section 501 (h) of the Internal Revenue Code. The organization shall not carry on propaganda or intervene in any political campaign (including the publishing or distributing of statements) on behalf of any candidate for public office.

The organization shall not carry on any other activities not permitted to be carried on by:

a. an organization exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law.)

b. an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).

ARTICLE III. Membership and Dues

Section 1. Membership in this organization shall be open to all individuals, organizations and businesses that subscribe to the purpose of the organization. Membership is attained by the payment of dues as outlined in ARTICLE III, Section 1.a., and/or by active participation in the activities of the organization as a volunteer. Membership shall consist of active volunteers and contributing members and shall carry all the privileges of voting, holding office, introducing motions and debate.

a. Annual dues are as follows:

Individual	\$10
Under age 18	\$ 2
Family	\$15
Business/Association	\$25 and up
Benefactor	\$25 and up
Life Member (Individual)	\$100
Life Member (family)	\$150

b. Volunteer members may actively participate in activities of the organization during each membership year in lieu of dues.

Section 2. Membership year shall be July 1 through June. 30.

ARTICLE IV. Officers

Section 1.

a. The officers of this organization shall be a president, vice-president, secretary and treasurer.

b. Officers shall be elected by the majority vote of those present at the annual meeting for the term of one year, but not more than two successive terms.

c. Officers shall assume their official duties at the close of the annual meeting and shall serve until their successors are elected.

Section 2. A vacancy occurring in any office shall be filled for the unexpired term by a majority vote of the remaining members of the Executive Committee.

ARTICLE V. Duties of Officers

Section 1. The president shall preside at all meetings of the organization and of the Executive Committee, appoint all committees otherwise provided for, be an ex-officio member of all committees and perform such other duties as may be assigned to him/her by the organization or by the Executive Committee.

Section 2. The vice-president shall act as an aide to the president and shall perform the duties of the president in his/her absence.

Section 3. The secretary shall record the minutes of all meetings of the organization and the Executive Committee. He/She shall keep a list of the membership, together with their addresses, shall notify members of the time and place of meetings and shall conduct the correspondence of the organization. It shall be his/her duty to file any certificate required by a statute, federal or state. He/She shall be the official custodian of the records of this organization.

Section 4. The treasurer shall keep and maintain the financial records of the organization. All instruments shall be signed by the treasurer and library director. He/She shall render at stated periods as the Executive Committee shall determine a written account of the finances of the organization, submit them for an annual review and such report shall be physically affixed to the minutes of the Executive Committee of such meeting.

ARTICLE VI. Executive Committee

Section 1. The Executive Committee shall consist of the officers, the Library Director or his/her designee, a member of the Library Board and a member-at-large. If an officer is also a member of the Library Board, a second member-at-large may be designated.

Section 2. The duties of the Executive Committee shall be:

- a. To transact necessary business in the intervals between the annual meetings and such other business as may be referred to it by the organization.
- b. To appoint committees consistent with the purposes of the organization.
- c. To present a report at the annual meeting.

- d. To approve routine bills within the limits of the budget.
- e. To attend to the proper filing of corporate reports and necessary forms.
- f. To provide a quarterly report to the Library Board,

Section 3. Meetings of the Executive Committee shall be held quarterly. Special meetings may be called by the president.

Section 4. A majority of the Executive Committee shall constitute a quorum.

ARTICLE VII. Meetings

Section 1. An annual meeting shall be held on a date in the month of April to be determined by the Executive Committee. Members should be notified in writing at least two weeks prior to the date of the meeting.

Section 2. A special meeting of the organization may be called by the Executive Committee, five days notice having been given.

Section 3. The voting members present shall constitute a quorum for the transaction of business at any regular or special meeting of the organization.

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

ARTICLE VIII. Funds

Section 1. All funds shall be deposited to the account of Friends of Southern Peaks Library, and shall be disbursed by the Treasurer as authorized by the Executive Committee.

Section 2. The funds of this organization shall be used only for the purposes of this organization and the expenses thereof.

Section 3. The fiscal year shall be from January 1 through December 31 of each year.

Section 4. No officer shall for reason of his/her office be entitled to receive any salary or compensation, but nothing herein shall be construed to prevent an

officer or director for receiving any compensation from the organization for duties other than as a director or officer.

Section 5. The Executive Committee may appoint someone to perform a review of the financial records at any time. The reviewer may not be a member of the Executive Committee. If a review is obtained it must be reported at the annual membership meeting or at a special meeting called in accordance with the provisions of ARTICLE VII, Section 2.

ARTICLE IX. Committees

Section 1. Such standing and special committees shall be created by the Executive Committee as deemed necessary to promote the purposes and to carry out the work of the organization.

Section 2. The chairman of the committees, unless otherwise provided for, shall be selected by the Executive Committee to serve a term of one year.

Section 3. The chairman of each committee shall present the plans of the committee to the Executive Committee for approval. No committee work shall be undertaken without the consent of the Executive Committee and/or the Director of the Library.

ARTICLE X. Amendments

Section 1. Amendments to these By-Laws 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 before the meeting at which the voting is to take place.

ARTICLE XI. Distribution of Assets upon Dissolution

Section 1. Upon dissolution of the organization, the Executive Committee, after paying or making provisions for the payment of all the liabilities and obligations of the organization, shall transfer or convey all remaining assets to the Southern Peaks Public Library.

If the Southern Peaks Public Library is no longer in existence or is unable or unwilling to receive the assets, the remaining assets shall be distributed to an organization which at the time qualifies as an exempt organization under 501 (c) (3) of the Internal Revenue Code, or to a governmental unit for a public purpose.