

By-Laws of the Friends of Salina Library

Article I: Name

The name of the organization shall be known as “Friends of the Salina Library,” hereafter referred to as the “Friends.”

Article II: Purpose

The Friends is organized and shall be operated exclusively for charitable purposes, in general, as set forth in Section 501(c)(3) of the Internal Revenue Code of 1986 as now in effect or hereafter amended. The purpose of the Friends shall be to maintain an organization of persons interested in libraries, to encourage and receive funds for the benefit of Salina Library (“the Library”), and to support and cooperate with the Library in developing library services and facilities for the community.

Article III: Mission

The Friends of Salina Library supports cultural and educational programs for the community and assists the Library with special projects and purchases not covered by the Library’s operating budget.

Article IV: Members

Section 1: Eligibility. Membership is open to any individual, family, organization, or business that has indicated their willingness to be involved in the Friends program by paying their membership dues.

Section 2: Dues. There shall be a membership fee established by the Board of Directors for each class of membership covering the fiscal year of January 1 through December 31. Friends joining after June 1 shall be members for the following fiscal year.

Section 3: Privileges. Members shall be entitled to attend all Friends Board of Directors meetings.

Article V. Officers and Elections

Section 1: The officers of the Friends shall be the President, Vice President, Secretary, and Treasurer.

Section 2. Officers shall be nominated by a nominating committee of no fewer than three members appointed by the Executive Board at least two months before the Annual Meeting. With the consent of each nominee, the nominations shall be

submitted in writing to the membership at least one month before the Annual Meeting. Additional nominations may be made from the floor with the consent of the nominee.

Section 3. Officers shall be elected by a majority vote of those present at the Annual Meeting, for the term of two years, commencing upon election. Officers shall be limited to serving for 2 terms. However, if there is no one else willing and able to serve, they can serve for an additional third time. Officers cannot be employees of the Library or a member of the Board of Trustees of the Library.

Section 4. All requests for withdrawal from office before the end of the term should be submitted in writing to the Executive Board. The Executive Board may appoint a person to serve out the unexpired term of an office rendered vacant. Any officer, upon leaving office, must relinquish all documentation, monies, and other properties to his/her successor.

Article VI. Executive Board

Section 1: The Executive Board shall consist of the officers of the organization and the chairpersons of committees of the corporation. The Library Director shall serve or appoint a staff designee as an ex-officio member of the Executive Board without voting privileges. The Library Board of Trustees may also appoint a Trustee designee as an ex-officio member of the Executive Board without voting privileges.

Section 2: The Executive Board meetings to conduct the business of the Friends are held per a schedule approved at the annual membership meeting.

Section 3: The Executive Board shall transact business by a majority vote of the members present.

Section 4. A majority of the Executive Board shall constitute a quorum. A quorum will be required to approve the organization's financial and business transactions.

Article VII. Annual and Special Meetings

Section 1. An Annual Meeting open to the general membership shall be held each year, at a time to be determined by the Executive Board, to elect officers as scheduled and hear reports on the business of the organization from the previous year. Members shall be notified in writing at least one month before the date of the meeting. Voting at the Annual Meeting is open to each paid membership.

Section 2. Special Meetings may be called at any time by the Executive Board.

Section 3. All Friends business shall be conducted during one of the scheduled meetings of the Executive Board, or during the Annual Meeting. If additional business needs to be discussed and voted on by the Executive Board before the next

scheduled meeting, an email shall be sent to the members of the Executive Board who shall schedule a Special Meeting, if needed.

Article VIII. Fiscal Year and Finances

Section 1. The fiscal year of the organization shall be from January 1 to December 31. A budget for the fiscal year shall be approved by the Executive Board before the year's commencement.

Section 2. No officer, committee, task force, or individual member shall incur any expenses on behalf of the Friends unless duly authorized by the Executive Board. If an unexpected expense comes up that needs to be handled before the next scheduled Executive Board Meeting, an email should be sent to the Executive Board.

Section 3. The official financial records of the organization shall be maintained at Salina Library. The Friends accounts are subject to the audit practices of the Library.

Section 4. The Treasurer shall present a finance and budget status report at each Executive Board meeting.

Article IX: Parliamentary Authority

In all instances when they are applicable and not inconsistent with the by-laws and any other special rules the organization shall adopt, the rules contained in the current edition of Robert's Rules of Order shall govern the proceedings of this organization.

Article X: Amendments

The proposed amendments may be ratified at the annual meeting of the general membership, by affirmative vote of two-thirds of the persons present who are eligible to vote. Each paid member shall be notified in writing one month before the meeting at which the voting is to take place and provided with a copy of the proposed changes to the by-laws with recommendations from the Executive Board.

Article XI: Dissolution

In the event of a dissolution of the Friends, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to Salina Library or, if at the time of dissolution, Salina Library is no longer in existence, then said assets shall be distributed to an organization exempt under Section 501(c)(3) of the Internal Revenue Code upon majority vote of the Executive Board members present at the last meeting of the Friends. Further, no member of the Friends shall be entitled to share in any assets upon dissolution of the organization.

Friends of Salina Library 2022-2023

Meetings will be held each month, except July and August on the first Monday of the month that the Library is open at 7:00 pm at Salina Library, 100 Belmont Street, Mattydale, New York 13211

Dues of \$5.00 per member shall be collected on the 1st meeting of the year

President: Julie Bonafice

Vice President: Jennifer Blansett

Secretary: Linda Wilkinson

Treasurer: Christine Lanfair