

# **BYLAWS OF THE FRIENDS OF THE PAULINE HAASS LIBRARY**

Adopted August, 1991

Amended November, 2015

Amended March, 2019

## **ARTICLE I: NAME**

The organization shall be called: The Friends of the Pauline Haass Library.

## **ARTICLE II: PURPOSE**

The purpose of this organization shall be to financially assist the library in developing programs to meet current community needs; to assist in promoting knowledge of and participating in library programs; to aid in providing funds to meet special library needs; to engage in advocacy efforts on behalf of the library under the guidance of the library and the library's Board of Trustees.

## **ARTICLE III: MEMBERSHIP MEETINGS**

Section 1. Meetings will be held on the third Monday of odd-numbered months unless a date needs to be changed by decision of the officers.

Section 2. A special meeting of this organization may be called at any time by the officers.

Section 3. All matters shall be decided by the affirmative vote of a majority of members in attendance who are in good standing with dues paid to date. The President votes only in case of a tie.

## **ARTICLE IV: OFFICERS**

Section 1. The officers shall be President, Vice-President, Secretary and Treasurer. The officers must be members in good standing with dues paid to date.

Section 2. The President shall be the presiding officer at all meetings.

Section 3. The Vice-President shall act in the absence of the President and shall assist the President.

Section 4. The Secretary shall keep the minutes of all meetings, maintain the membership list, and take care of all necessary correspondence.

Section 5. The Treasurer shall keep the checkbook, write and mail checks for expenses, and collect and deposit all monies.

Section 6. Elections shall be held at the January meeting of even-numbered years. Officers shall be elected by a majority of those present. Nominations from the floor will be invited. No one shall be nominated without his/her consent. No one shall be nominated whose dues have not been paid. Officers may succeed themselves.

## **ARTICLE V: DUES**

Dues shall be payable annually and shall become due the first meeting in January of each new year. The dues shall be paid according to the following categories: \$5 for individual member. \$10 for family, \$25 for patron, and lifetime membership one-time payment of \$100.

## **ARTICLE VI: PARLIAMENTARY PROCEDURE**

A system of procedures according to Robert's Rules of Order Revised, when not in conflict with these By-laws, shall govern proceedings of this organization.

## **ARTICLE VII: AMENDMENTS**

These by-laws may be amended by a majority vote of the members present at a regular meeting.

## **ARTICLE VIII: RELATIONSHIP WITH THE LIBRARY - MEMORANDUM OF UNDERSTANDING**

The purpose of the Memorandum of Understanding is to formalize the operating relationship between the Friends of the Pauline Haass Library and the Pauline Haass Public Library Board of Trustees. It will stand until and unless it is modified by mutual agreement of the Friends and the Pauline Haass Public Library administration and with approval of the Library Board of Trustees.