

Friends of the York County Library Constitution/By-Laws

Article I – Name

Section 1: The name of this organization shall be Friends of the York County Library.

Article II – Purpose

Section 1: The association is organized exclusively for charitable, educational, religious, or scientific purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code.

The purpose of this organization shall be to maintain an association of persons interested in libraries; to raise money for approved library projects; to focus public attention on the York County Library; to stimulate the use of the library's resources and services; to receive and encourage gifts, endowments and bequests to the York County Library; to support and cooperate with the library in developing library services and facilities for the community; to lend legislative support where needed; and to support the freedom to read as expressed in the American Library Association Bill of Rights.

Article III – Membership and Dues

Section 1: Membership in this organization shall be open to all individuals in agreement with its purposes and whose dues are up-to-date.

Section 2: Dues shall be payable annually from the date of joining. There shall be five classes of membership with dues for each class to be determined by the Board of Directors: Friend, Family Friend, Good Friend, Supportive Friend and Best Friend. Lifetime memberships are no longer available, but current lifetime memberships will continue to be honored.

Section 3: Each member shall be entitled to one vote.

Article IV – Board of Directors

Section 1: The Board of Directors shall consist of a President, Vice-President/President Elect, Secretary, Treasurer, a non-voting appointed Financial Secretary (appointed at the discretion of the Executive Committee) and six-eight members-at-large who are representative of the service area of the York County Library system. The Immediate Past President, the Library Director, and members of the library staff, as appointed by the Library Director, can serve as ex-officio non-voting members of the Board. Other paid library employees and Library Board Trustees may not serve on the Friends Board.

Section 2: The President shall appoint a nominating committee prior to the Annual Meeting in December. The nominations shall be submitted in writing to the membership, with the consent of the nominee, at least two weeks prior to the Annual Meeting. Additional nominations may be made from the floor with the consent of the nominee.

Section 3: The Board of Directors shall be elected by majority vote of those present at the Annual Meeting. Directors will serve for three years with the option to be nominated to serve a second three-year term. Those appointed to fill a vacant term may be nominated in their own right and eligible for re-election for another three years at the completion of the vacant term. After two consecutive terms, Board members must take one year off before being eligible to serve again.

Section 4: The Board shall have the authority to fill any vacancies which occur during the year.

Section 5: The Board shall have the authority to appoint committees consistent with the purposes of the organization.

Section 6: Board meetings shall be held monthly. Special meetings may be called by the President.

Section 7: A majority of the Board shall constitute a quorum.

Article V – Executive Committee

Section 1: The Executive Committee shall consist of four elected officers- President, Vice-President/President-Elect, Secretary, and Treasurer. The President shall appoint a nominating committee prior to the December Board meeting. The nominating committee will submit officer nominations, with the consent of the nominees, to the Board at the December meeting. Additional nominations may be made from the floor with the consent of the nominee. Officers are elected by the Board for a term of one year.

Section 2: The purpose of the Executive Committee is to establish Board meeting agendas, discuss major financial issues, determine special committee needs, and provide leadership to the Board. All major operating decisions will be taken to the full Board of Directors for discussion.

Article VI – Duties of Officers

Section 1: President: to preside over and conduct meetings and to appoint all committees. The President will be an authorized signer, with the Treasurer, on all Friends' banking accounts.

Section 2: Vice-President/President Elect: to perform the duties of the President in the absence of the President; and become President the following year. In the event the President is unable to continue as President, the Vice-President/President Elect will assume those duties.

Section 3: Secretary: to record attendance at all meetings; to take the minutes of all meetings and distribute them to the Board members prior to the next meeting; and to conduct the correspondence of the organization.

Section 4: Treasurer: to be the principal signer of checks on the Friends' banking accounts and to receive account statements from the bank; provide a financial statement at each Board meeting; to be responsible for the counting and deposit of all monies collected by the Friends' organization; and to coordinate with the Financial Secretary (if one was appointed by the Executive Committee).

Section 5: Financial Secretary (a position appointed at the discretion of the Executive Committee): to monitor Friends' accounts; assist Treasurer with financial responsibilities as needed and as mutually agreed upon between Treasurer and Financial Secretary; and to be an authorized signer, with the President and Treasurer, on all Friends' banking accounts.

Article VII - Membership Meetings

Section 1: An Annual Meeting shall be held on a date to be determined by the Executive Committee. Members shall be notified in writing at least two weeks prior to the date of the meeting. Elections of Board members will be held at the Annual Meeting.

Section 2: A special meeting of the organization may be called at any time by the President or by a majority vote of the Board of Directors.

Article VIII – 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 IX – Dissolution

In the event of the dissolution of the Friends of the York County Library, all funds in the Friends’ treasury will revert to the York County Library.

Upon dissolution of the association, assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by the Court of Competent Jurisdiction of the county in which the principal office of the associate is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

Officer

Officer

Title

Title

Date

Date

*Revised 6/30/11 in accordance with Internal Revenue Service request for 501 (c)(3) application
Revised December 2013
Revised December 2014
Revised December 2016*