

BYLAWS OF
THE FRIENDS OF ~~THE~~ CARBONDALE PUBLIC LIBRARY

Article I

The name of this organization shall be the Friends of ~~the~~ Carbondale Public Library.

Article II

Purposes

It is recognized that the administration of the Carbondale Public Library is vested in the ~~Carbondale City Council and the Board of Library Trustees~~ Library Board of Trustees.

The purpose of this organization shall be:

to raise funds in support of the Carbondale Public Library;
to maintain an association of persons interested in the ~~Carbondale Public~~ Library;
to focus public attention on ~~the~~ Library services, facilities, and needs;
to stimulate gifts of books, ~~magazines,~~ **and** desirable collections;;
to stimulate donations, endowments, and bequests to the Library; ~~and~~
to support and cooperate with the Library in developing its services and facilities for the use of the community; **and**
to support the library's efforts to promote its mission and values.

Article III

Membership

Section 1. Membership in this organization shall be open to all individuals who support the ~~aims and~~ purposes of the Friends of ~~the~~ Carbondale Public Library. The annual dues ~~of membership~~ and ~~the~~ categories of membership shall be determined by the Board of the Friends of ~~the~~ Carbondale Public Library.

Section 2. Each member, ~~of whatever category,~~ **at any Friends meeting** shall be entitled to one vote.

Article IV

Officers and Committees

Section 1. The officers of this organization shall be a President, a Vice President, a Secretary, and a Treasurer. ~~, who shall be the Executive Board.~~

Section 2. **The Board shall be comprised of seven members, including the four officers and three members-at-large. Four Board members shall constitute a quorum for the transaction of business.** ~~The officers and at least four Members-at-Large shall be known as the Board and shall serve as the governing body of this association. The direction of affairs of this association~~ **organization** shall rest with the Board, the President serving as Chairperson and appointing Standing Committee Chairpersons **and additional committees as needed** with approval of the Board. ~~A majority of the members of this Board or three of four officers shall constitute a quorum, for the transaction of business.~~

Section 3. ~~The officers~~ **Board** shall be nominated at least three weeks before the Annual Membership Meeting by a nominating committee. ~~appointed by the Board.~~ The nominations ~~and notice of the Annual Membership Meeting~~ shall be submitted in writing to the membership at least two weeks prior to the Annual Membership Meeting. Additional nominations may be made from the floor; no one shall be nominated without his/ **or** her consent.

Section 4. Officers shall be elected by a majority vote of members present and voting at the Annual Membership Meeting. ~~The term of office shall be one year, but the President and Vice President shall serve no more than two successive terms.~~ **Officers shall serve two-year staggered terms, serving no more than two consecutive terms in the same position.**

~~Section 5. Committees shall be appointed by the President as needed.~~

~~Section 6.~~ **Section 5.** The President is an ~~ex-official~~ **ex-officio** member of all committees, with the exception of the Nominating Committee.

~~Section 7.~~ **Section 6.** Vacancies arising on the Board shall be filled by appointment made by the remaining Board members.

Article V

Duties of Officers

Section 1. President: ~~To p~~**Preside** over and conduct Annual Membership Meetings and Board meetings, and ~~to~~ appoint all standing and special committees with the advice and consent of the Board.

Section 2. Vice President: ~~To p~~**Perform** the duties of the President ~~in the absence of the President~~ **in his or her absence** and ~~to~~ serve as membership chairperson.

Section 3. Treasurer: ~~To k~~**Keep** and maintain the financial records of the organization, ~~to~~ propose an annual budget, and ~~to~~ disburse funds with the approval and in the manner designated by the ~~Executive Board~~; **keep the President informed of financial procedures, oversee financial aspects of fundraising, and ensure compliance with state and local laws regarding nonprofit status and all applicable financial regulations.**

Section 4. Secretary: ~~To r~~**Record** attendance and take minutes, ~~to~~ notify the members of the time and place of meetings, and ~~to~~ conduct the correspondence of the organization.

Article VI

Meetings

~~Section 3.~~ **Section 1.** Meetings of the Board shall be held at least quarterly, **and preferably monthly.** ~~Special meetings may be called by the Executive Board.~~ **The schedule shall be posted and all members are welcome to participate.**

~~Section 4.~~ **Section 2.** An Annual Membership Meeting shall be held ~~in April or during National Library Week on a date designated by the Board~~ **every spring prior to May 1** to elect officers, ~~to~~ receive various reports, **approve the budget,** and ~~to~~ enact ~~any other~~ business. ~~Members shall be notified in writing at least two weeks prior to the date of the Annual Membership Meeting.~~

~~Section 2.~~ **Section 3.** Special meetings of the **entire** organization **membership** may be called by the President ~~and the Executive~~ **or** Board provided the membership is notified by mail ~~(with the business to be transacted stated)~~ **of the agenda** at least two weeks prior to the proposed **meeting** date.

Article VII

Dues

Section 1. The annual dues shall be determined by the Board.

Section 2. The fiscal year of this organization shall begin on ~~April 1~~ **May 1** of each year and end on ~~March 31~~ **April 30** of the following year.

Article VIII

Finances

Section 1. Adequate books of accounts shall be maintained by the Treasurer, ~~who shall be responsible therefor.~~

Section 2. The disbursal of funds not previously authorized in the Annual Budget ~~shall~~ **must** be approved by the Board. ~~Only the President, and the Treasurer, and Vice President~~ **Only the President, and the Treasurer, and Vice President** have the authority to sign checks. **Two signatures are required on each check.**

Section 3. ~~A committee will be appointed~~ **Two people other than the Treasurer shall be selected** by the President to review the financial records prior to a new Treasurer taking office, **or every two years.**

Article IX

Amendments

Amendments to these Bylaws may be made at any Annual Membership Meeting **or special meeting of the entire 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 X

Proceedings

All meetings shall be conducted according to **the newest revision of Robert's Rules of Order, Revised** except when in conflict with these Bylaws or with the laws of the State of Illinois.

Article XI

Dissolution of the Friends of Carbondale Public Library

The Friends of Carbondale Public Library may be dissolved at any membership meeting by a resolution adopted by an affirmative vote of two-thirds of the attending members. Upon dissolution of the organization, payment or provision for payment of all liabilities of the organization shall be made, and all remaining assets of the organization shall be given to the Carbondale Public Library.

Amended / Revised 4-9-95, 9-24-95, 5-6-09, and 4-23-17