

FRIENDS OF THE ST. CHARLES CITY-COUNTY LIBRARY DISTRICT BYLAWS

REVISED 11/16/2023

Article I: NAME

Section 1. - The name of the organization shall be Friends of the St. Charles City- County Library District.

ARTICLE II: PURPOSE

Section 1. - The purpose of the organization shall be to create and promote public interest in the St. Charles City- County Library: to promote and increase knowledge and understanding of its function, services and needs: to stimulate the use of the library's resources and services: to assist in developing library services and facilities: to expand the educational and artistic development of the community: and to foster public support for the necessary development of the Library so that it can continue to meet and serve, adequately, the needs of the community.

Section 2. - This organization will operate as a supportive group to the Board of Trustees and the staff of the St. Charles City County Library District.

Article III: MEMBERSHIP

Section 1. - Membership in this organization shall be open to all individuals or groups that subscribe to its purpose set forth herein.

Section 2. - Dues, paid annually shall be solicited from all seeking membership. Those who hold a lifetime membership shall retain membership for their lifetime without further payment of dues. There may be various categories of membership which may be established by the Board and which can be changed, from time to time by majority vote of the Friends of the Library Board. (herein after Friends board)

Section 3. - Each member of the organization shall be entitled to one vote at any meeting of the organization.

ARTICLE IV: OFFICERS

Section 1.- The officers of this organization shall be the President, Vice-President, Secretary and Treasurer

Section 2. - Nominees for office shall be solicited at the July meeting, no self nomination will be accepted, with voting to commence thereafter. The offices of President and Secretary shall be nominated voted on in the same year and alternate with nomination and election of the offices for Vice-President and Treasurer in the following year.

Section 3.- All officers shall be elected by majority vote of all members present at the July meeting, and shall begin their terms on the first day of the month following their election.

Section 4. - Each term shall be for two years.

Section 5. - Should there be a vacancy in any of the aforesaid offices for any reason, the vacancy shall be filled by appointment the Friends Board: said appointment to remain in full force until the next regular election.

Section 6. Eligibility of members to serve as officer, to be eligible the member must have attended all meetings within the last year and volunteered either at the annual book fair or as a sorter at the warehouse

ARTICLE V: DUTIES OF OFFICERS

Section 1.- The President shall preside at all meetings, shall appoint the chairpersons of all committees and shall be ex-officio member of all committees.

Section 2. - The Vice- President shall serve as President in the absence of the president.

Section 3.- The Secretary shall keep the minutes at all meetings.

Section 4. - The treasurer shall administer all funds, and shall be the custodian of those funds, and shall administer all funds as directed by the Friends Board.

ARTICLE VI: COMMITTEES

Section 1. - The President may establish ad hoc committees as special needs arise.

Section 2. - A fiscal review committee appointed by the President, consisting of two members of the organization will review the checking and savings accounts at the close of the fiscal year, June 30th annually. Their report will be presented to the Friends Board

ARTICLE VII: THE BOARD

Section 1- The Board of the Friends of the Library (friends board) shall consist of the officers of the organization. The Director of the St. Charles City-County Library shall serve as a non -voting ex-officio member of the Friends Board.

Section 2. - The Friends Board shall hold no less than two meetings per year prior to general membership meetings at a time and place designated by the President. Other meetings may be called from time to time, at the discretion of the President. General members shall be notified in advance of any additional meetings in which a membership vote is expected to occur.

Section 3. - The Board shall have full charge of the property and business of the organization, with full power and authority to manage and conduct the same, including but not limited to the disbursement of funds.

Section 4.- A quorum will constitute one more than half of the members of Friends Board.

Section 5. - Three consecutive unexcused absences from meeting of the Friends Board shall constitute automatic resignation.

Section 6. - Vacancies in the board shall be filled by appointment of the officers of the organization, said appointment to remain in full force and effect until the next regular election.

ARTICLE VIII: MEETINGS

Section 1. - The organization shall hold two general membership meetings per year for the purpose of the election of officers and to transact any business which may come before the meeting.

Section 2.- Meetings shall be held at a time and place as determined by the Friends Board and all efforts shall be made to provide members with at least two weeks' notice to the time, date and place of said meetings

ARTICLE IX: PARLIAMENTARY AUTHORITY

Section1. - Roberts Rules of Order shall govern the conduct of this organization's meetings in all cases in which they are applicable and to the extent that they are not in conflict with the bylaws.

ARTICLE X: ADMENDMENT

Section 1. These bylaws may be amended at any usual general membership meeting and/or special meeting called for that purpose, by the majority of those members present.

The Aforesaid Bylaws of the FRIENDS OF THE ST. CHARLES CITY COUNTY LIBRARY DISTRICT. Revised this 16th day of November 2023.

Debbie Rutsch, President

Harlan Meyer, Vice-President

Jane Hudson, Secretary

Joe Krebs, Treasurer