

BYLAWS

FRIENDS OF THE CHEBOYGAN AREA PUBLIC LIBRARY

Article I-Name

Section 1. The name of this organization shall be Friends of the Cheboygan Area Public Library.

Article II-Purpose

Section 1. The purpose of this organization shall be to maintain, under the direction of the Cheboygan Area Public Library Board, an association of persons interested in libraries; to focus public attention on the library; to stimulate the use of the library's resources and services; to receive and encourage gifts, endowments and bequests to the 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.

Section 2. The Friends of Cheboygan Area Public Library is an organization which exists to promote and support the Cheboygan Area Public Library as stated in Section 1. All funds generated by the Friends of CAPL are to be used to support Library programs. Monetary contributions may not be made to any other charitable or community organization.

Article III-Membership

Section 1. Membership in this organization shall be open to all individuals in sympathy with its purpose, and to representatives of organizations and clubs when such representation is desired.

Section 2. Each membership shall be entitled to one vote.

Article IV-Officers

Section 1. The officers of this organization shall be one of the following President options: (1) a President and Vice-president; (2) an Executive President who enlists volunteer chairs for the meetings he/she is unable to attend; (3) Co-Presidents; and Treasurer, Secretary and the four standing committee chairpersons. The standing committees are (1) Membership, (2) Publicity, (3) Special Projects and Programs, (4) Book Nook.

Section 2. Officers shall be nominated from the floor at the Annual Meeting.

Section 3. Officers shall be elected by majority vote of those present at the Annual Meeting for the term of two years, but for not more than two successive terms. However, the number of terms the Treasurer may serve is at the discretion of the membership. The election of the President office (options in Section 1) will be held in alternate years from the election of the Secretary and Treasurer.

Article V-Duties of Officers

Section 1. President: To preside over and conduct meetings and to appoint all committees; to be an ex-officio member of all committees.

Section 2. Vice-President: To perform the duties of the President in the absence of the President. To preside over the Executive Board.

Section 3. Treasurer: To keep and maintain the financial record of the organization. To arrange for an annual audit to be done by an outside concern.

Section 4. Secretary: To record attendance at all meetings. To take the minutes of all meetings. To conduct the correspondence of the organization. To place notice in the newspaper and on local radio station of the time and place of meetings.

Section 5. Standing committees are (1) Membership, (2) Publicity, (3) Special Projects and Programs, (4) Book Nook.

Article VI-Executive Board

Section 1. The Executive Board shall consist of the officers of the organization and the chairpersons of the standing committees. The Library Director shall serve as ex-officio member of the Executive Board.

Section 2. The Executive Board shall have the authority to appoint committees consistent with the purposes of this organization.

Section 3. Meetings of the Executive Board shall be called, as needed, by the President of this organization. Special meetings may be called the Library Director on behalf of the Board of the Cheboygan Area Public Library.

Section 4. A majority of the Executive Board shall constitute a quorum.

Article VII-Meetings

Section 1. An Annual Meeting shall be held on a date in the month of June to be determined by the Executive Board. Members shall be notified at least two weeks prior to the date of the meeting.

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

Article VIII-Dues

Section 1. Dues shall be payable annually and shall become due on the date of the Annual Meeting. There shall be three classes of dues: Donor \$10.00; Patron: \$25.00; Benefactor \$50+.

Section 2. The Lifetime membership level is henceforth eliminated; however, all current "Lifetime" members are grandfathered.

Article IX-Amendments

Section 1. Amendments to these Bylaws may be made at any meeting of the general membership by a two-thirds vote of those present, after notification to each member at least two weeks before the meeting at which the voting is to take place. Any such amendments must be submitted to the Cheboygan Area Public Library Board for approval.

Article X-Parliamentary Procedure

Section 1. Robert's Rules of Order Revised, when not in conflict with these Bylaws, shall govern the proceedings of this organization.

Article XI-Dissolvement of Organization

Section 1. If, for any reason, this organization disbands, any existing funds will be earmarked for a library project recommended by the Library Director and voted on by the membership of the organization.

Friends Membership Approved 06-08-2021

Library Board Approved 06-10-2021