

FRIENDS OF THE MONONA PUBLIC LIBRARY

BY-LAWS

ARTICLE I – Name

The name of the organization shall be Friends of the Monona Public Library.

ARTICLE II – Purpose

Sec. 1 - The purpose of this non-profit educational organization shall be to promote and improve library services, materials and facilities for the Monona community; to stimulate gifts and bequests to the library; to provide volunteer support in strengthening the library's programs; and to encourage the broadest possible use of its facilities, materials, and services.

Sec. 2– The Friends of the Monona Public Library are organized specifically for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

Sec. 3 - No part of the net earnings of this organization shall inure to the benefit of, or be distributable to, its members, trustees, officers or other private persons except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and expenses incurred in furtherance of the purposes set forth in Section 1 of this article.

Sec. 4 – No substantial part of the activities of the Friends of the Monona Public Library shall be the carrying on of propaganda or otherwise attempting to influence legislation and the organization shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Sec. 5 – Notwithstanding any other provisions of these articles, the Friends of the Monona Public Library shall not carry on any other activities not permitted to be carried on

- a. by an organization exempt from the Federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law) or
- b. by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).

ARTICLE III – Membership

Sec. 1 - Membership in this organization shall be open to all individuals and organizations in sympathy with its purpose and willing to pay the dues required to carry out that purpose.

Sec. 2 – The Board of Directors may determine various categories of membership such as individual, family, lifetime, etc. Dues of each category shall be determined by the Board.

Sec. 3 - This organization shall hold its annual meeting of the general membership in May of each year for the purpose of election of officers of the Board of Directors, to receive various reports and discuss major projects for the coming year, and to enact any other business.

The Board of Directors shall call additional meetings of the general membership as needed. Notice of all upcoming meetings of the Board of Directors and general membership shall be posted at the same places in the library as library board notices.

Sec. 4 - Each member who has paid dues shall be entitled to vote in person (or by other means offered by the board if received by the secretary before the meeting) at any general membership meeting of the organization. Up to two individuals with the same family membership may vote. A quorum for all of the general membership meetings shall consist of those present and voting, provided appropriate notice has been given in accordance with Article III, Sec.3 of these by-laws.

ARTICLE IV – Board of Directors

Sec. 1 - The business of this organization shall be managed by its Board of Directors. The Board shall consist of - five officers: President, Past-President, Vice President (and President-Elect), Secretary, Treasurer, up to four general Directors, Directors with specific responsibilities as determined by the board, the President of the Monona Public Library Board or designee, the President of the Monona Public Library Foundation or designee. The library director shall be ex officio.

Sec. 2 - Board officers shall be elected at the annual meeting of the general membership by a majority of those present and voting. A nominating committee, appointed by the President, shall submit a slate of officer candidates at the annual meeting as well as recommendations for candidates for director positions as needed, and nominations may also be made from the floor. The term of board officers shall be one year, with members eligible to serve additional terms.

Sec. 3 - The duties of the officers shall be those usually associated with the title and those that are assigned to them by the Board.

Sec. 4 - Representatives of the library board and foundation shall serve at the pleasure of their respective organizations.

Sec. 5 -The President may appoint, with the approval of the Board, up to four general Directors and additional Directors with specific responsibilities such as Book Sale, Book Store, Finance, Fundraising, Membership, Newsletter and Publicity.

Sec. 6 - Vacancies arising among voting members of the Board shall be filled by appointment of the President with approval of the Board.

Sec. 7 – The Board of Directors shall meet at least quarterly during the year. A quorum shall be a majority of Board members. Unless circumstances require that a special Board meeting be

scheduled, the next meeting date will be determined by the Board at the end of the preceding meeting. That date will then be included in the calendar on the library's website.

Sec. 8 – Notice of all upcoming meetings of the Board of Directors and general membership shall be posted at the same places in the library as library board notices.

Sec. 9 - All meetings of the Board of Directors shall be open to the general membership and the public.

ARTICLE V – Funds

Sec. 1 - The dues for each membership category shall be determined by the Board of Directors.

Sec. 2 - The fiscal year of this organization shall begin May 1 of each year and end on April 30th of the following year.

Sec. 3 - All funds accruing to the organization shall be deposited to the account of the Friends of the Monona Public Library and shall be disbursed by the treasurer as authorized by the Board. The Board shall conduct an audit of accounts as it deems necessary.

Sec. 4 – The treasurer or designee shall be responsible for providing any financial reports and information required by the IRS or federal or state law to the appropriate authorities.

ARTICE VI – Procedure

Robert's Rules of Order, Revised, when not in conflict with these By-laws, shall govern all proceedings.

ARTICLE VII – Dissolution

Upon the dissolution of the Friends of the Monona Public Library, the Board of Directors shall, after paying or making provisions for the payment of all of the liabilities of the organization transfer all of the remaining assets to the Monona Public Library. If the Monona Public Library is no longer in existence, the Board of Directors shall dispose of all the assets of the organization exclusively for the purposes of the organization in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine.

ARTICLE VIII – Amendments

These by-laws may be amended first by the Board and then at the next meeting of the general membership by a majority vote of those present, provided that notice was given to all members at least one week before the meeting.

Approved 3/19/81; Revised 5/1/81; Revised 5/11/15