

**CONSTITUTION AND BY-LAWS
OF THE FRIENDS OF THE CERES BRANCH
OF THE PUBLIC LIBRARY
Approved March 23, 1994**

ARTICLE I NAME

The name of this organization shall be "Friends of the Ceres Public Library."

ARTICLE II PURPOSE

The purpose of this organization shall be:

1. To protect the citizens' freedom to read.
2. To promote knowledge of the functions and resources of the library.
3. To cultivate a closer relationship between the citizens and the library and other organizations.
4. To encourage improvement of library services.
5. To promote adequate housing of library facilities.
6. To promote additions of permanent and rental collections such as art, books, historical information, artifacts, musical recordings and videos.
7. To promote cooperation with various community libraries.
8. To be organized for the non-profit purposes of aiding the Ceres Library, thereby guaranteeing that no individual member of this group will derive profit there from.

ARTICLE III MEMBERSHIP

Section 1. Membership in this organization shall be open to all interested citizens, organizations and businesses.

Section 2. Each individual, organization or business member shall be entitled to one vote.

Section 3. There shall be six classes of membership:

- a. Student Membership \$ 3.00
- b. Individual Membership \$ 10.00
- c. Family Membership \$ 20.00
- d. Club/Organization/Business Membership \$ 50.00
- e. Patron \$150.00 (Education/Service/Industrial/Business)
- f. Life Membership (Individual) \$500.00

Section 4. Annual dues shall be payable July 1st.

ARTICLE IV OFFICERS AND BOARD OF DIRECTORS

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

Section 2. The Board of Directors shall consist of the elected officers, three elected directors-at-large and the immediate past president. The Ceres Librarian shall be an ex-officio member.

Section 3. The officers shall have the usual duties and authority exercised by officers of a non-profit organization.

Section 4. Funds shall be disbursed upon the authorization of the Board of Directors. All checks shall be signed by the Treasurer or the President.

Section 5. The Board of Directors shall authorize an annual financial audit.

ARTICLE V MEETINGS

Section 1. The Board of Directors may meet monthly. The quorum for official votes shall be 5 members.

Section 2. General Membership meetings shall be held in June, September, and January. Notices shall be given no less than two weeks in advance.

Section 3. Special meetings may be called by the President or by any ten members in good standing upon submitting a written request to the President. All members shall be notified no less than two weeks prior to such a meeting.

Section 4. All meetings shall be conducted under Robert's Rules of Order Revised.

ARTICLE VI ELECTIONS AND TERMS OF OFFICE

Section 1. There shall be a nominating committee composed of three members elected by the Board of Directors. The committee shall meet at least a month before the June meeting.

Section 2. The term of office shall be for one year and shall begin at the close of the June Meeting. No officer may be elected for more than two consecutive terms in the same office.

Section 3. The officers and directors-at-large shall be elected by a majority vote of the members voting at the June Meeting.

Section 4. Board vacancies shall be filled by appointment by the President and ratification by the Board of Directors. The appointee shall hold office until the next regular election.

ARTICLE VII AMENDMENTS

These By-Laws may be amended at the June Meeting by a two-thirds vote of the members present, provided the amendment is submitted to each member in good standing at least two weeks before the June Meeting.

ARTICLE VIII STANDING COMMITTEES

The following standing committees may be appointed by the president and ratified by the Board of Directors. Other committees may be created by the Board of Directors as special needs of the library arise.

- a. Membership
- b. Program
- c. Public Relations and Publicity
- d. Permanent Collections (Books, art, music, films, video)
- e. Supplementary Educational Services (To assist in providing educational services for senior citizens and handicapped persons)
- f. Auditing
- g. Advocacy

ARTICLE IX CLAUSES

Section 1. Dedication and Dissolution Clause

The property of this organization is irrevocably dedicated to charitable purposes and no part of the net income or assets of this organization shall ever accrue to the benefit of any officer, director or member thereof or to the benefit of any private person.

Upon the dissolution or winding up of this organization its assets remaining after payment, or provision of payment, of all debts and liabilities of this organization shall be distributed to a non-profit fund, foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501 (c) (3) of the Internal Revenue Code.

Section 2. Income and Assets Clause

Income and assets of this organization are exclusively dedicated to helping the Ceres Public Library and cannot be distributed directly or indirectly to members during the active operations of the organization or upon dissolution.

ARTICLE X PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised shall be the parliamentary authority where not inconsistent with these By-laws. A Parliamentarian may be appointed by the President.

Draft
May 4, 1993

Amended copy approved
March 23, 1994

Amended copy approved
January 14, 2004 (Changes to membership fees, see minutes)