

CONSTITUTION AND BYLAWS FOR FRIENDS OF THE CHADRON PUBLIC LIBRARY  
Revised November 2012

ARTICLE I  
Name

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

ARTICLE II  
Purpose

The purpose of this organization shall be to foster closer relations between the Chadron Public Library and the citizens of Dawes County; to promote knowledge of the functions, resources, services, and needs of the library; to lead in the development of a program for the extension and improvement of the library's services and resources; to receive and encourage gifts to the library; to expend and use these gifts for the library; to lend legislative support for libraries where needed; and to support the freedom to read as expressed in the American Library Association Bill of Rights.

ARTICLE III  
Membership

Section I: 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 II: Each individual member, family member (over eighteen years of age), corporate member representative, and lifetime member shall be entitled to one vote. Adult and Children's librarians shall be honorary members, each entitled to one vote.

Section III: Annual dues shall be payable after September 1. Dues shall be voted on at the annual meeting. There shall be the following classes of membership and dues:

Individual Membership	\$10.00
Individual Membership Plus	\$20.00
Family Membership	\$25.00
Non-profit/Business/Corporate Membership	\$50.00
Individual Lifetime Membership	\$100.00

ARTICLE IV  
Executive Committee

Section I: Election of Executive Committee. The Executive Committee of the Friends of the Chadron Public Library shall be President, Vice President, Secretary, and Treasurer elected by the Friends of the Chadron Public Library and Library Director. Officers shall be elected yearly.

Section II: Powers and Duties. The Executive Committee shall plan and direct the work necessary to fulfill and purpose of the organization as directed by the membership. It shall create and designate such special committees as is deemed necessary and shall call meetings when needed. It shall schedule meeting dates, times and locations for their term.

Section 3: Voting Rights. Each member of the Executive Committee shall have one vote, with the exception of the City Librarian who will vote only in case of a tie.

ARTICLE V  
Duties of the Executive Committee

Section 1: The President. The President shall preside at all meetings of the organization and of the Executive Committee. He/she shall be, ex officio, a member all committees except the Nominating Committee. He/she shall have such usual powers of supervision and management as may pertain to the office of the President and perform such other duties as may be designated by the Executive Committee.

Section 2: The Vice President. The Vice President shall, in the event of absence, disability, or death of the President, possess all the powers and perform all duties of the office. The Vice President shall be Publicity Chairman and shall perform such other duties as may be designated by the President.

Section 3: The Secretary. The Secretary shall keep minutes of all meetings of the organization and all meetings of the Executive Committee. He/she may, in the absence or disability of the Treasurer, sign or endorse checks, drafts, and notes. He/she shall notify all officers of their election and perform such other functions as may be incident to his/her office.

Section 4: The Treasurer. The Treasurer shall collect and receive all dues and other moneys. He/she shall be the custodian of these moneys and shall deposit them in a bank designated by the Executive Committee. He/she shall present a report at regular meetings.

ARTICLE VI  
Financial Administration

Section 1: Fiscal Year. The fiscal year of the Friends of the Chadron Public Library shall commence on the first day of September each year and run through August 31.

Section 2: Financial Administrations. The Executive Committee shall be allowed expenditures of up to \$40.00 from the treasury without prior approval of the membership.

ARTICLE VII  
Meetings

Section 1: Membership Meetings. There shall be a minimum of six meetings of the membership each year from September through May, excluding December. Meeting dates, times, and locations shall be determined by the Executive Committee and presented at the meeting following the annual meeting.

Section 2: Annual Meeting. An annual meeting shall be held at the regular May meeting with the election of officers and the transaction of such other business as may properly come before it.

ARTICLE VIII  
Nominations and Elections

Section 1: Nominating Committee. Three members shall be appointed by the President.

Section 2: Report of Nominating Committee and Nominations from the floor. The report of the Nominating Committee shall be presented to the Annual Meeting. Immediately following the presentation of this report, nominations may be made from the floor by any voting member provided the consent of the nominee shall have been secured.

Section 3: Election. The election shall be by ballot, provided that when there is but one nominee for an office, the secretary may be instructed to cast the ballot for such nominee. A majority vote of those qualified to vote and voting shall constitute an election. Absentee or proxy voting shall not be permitted.

ARTICLE IX  
Parliamentary Authority

The rules contained in Roberts Rules of Order Revised shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and Constitution.

ARTICLE X  
Amendment Procedure

These Bylaws and Constitution may be amended by a two-thirds vote of the voting members present and voting at a meeting, provided the amendments were submitted to the active membership in writing at least a month in advance of the meeting.

ARTICLE XI  
Friends Representation on the Chadron Public Library Foundation Board

A representative shall be appointed by the Friends of the Chadron Public Library for a four-year term as a member of the Foundation Board.