

**The Friends of the Barberton Public Library**

**Code of Regulations**

**Article I: Name**

- 1.) The name of this organization, which is a nonprofit corporation under the laws of the State of Ohio, shall be known as The Friends of the Barberton Public Library, hereinafter called the "Friends."

**Article II: Purpose**

- 1.) The Friends shall have the following purposes, exclusively for charitable purposes, which are:
  - a. To maintain an association of persons interested in libraries.
  - b. To focus public attention on the Barberton Public Library and its programs and services, and to stimulate their use.
  - c. To receive and encourage gifts, endowments, and bequests to the Barberton Public Library.
  - d. To support and cooperate with the Barberton Public Library in developing library services and facilities for the community.
  - e. To support the freedom to read as expresses in the American Library Association Bill of Rights.
  - f. To receive and to disburse funds for the aforesaid purpose.
- 2.) Except as for necessary operating expenses and fees, no part of the corporation's property, assets or the income therefrom shall at any time be distributed to insure the benefit of any trustee, officer or member of the corporation.
- 3.) If the Friends should for any reason dissolve, all of the assets and property of the corporation shall be transferred to the Barberton Public Library.

**Article III: Membership**

- 1.) Membership in this organization shall be open to individuals in sympathy with its purposes.
- 2.) Each member shall be entitled to one vote.

**Article IV: Officers**

- 1.) The officers of this organization shall be a president, vice-president, treasurer, secretary and at least three directors.
- 2.) Officers shall be nominated by Friends members. Nominations shall be submitted to the membership with the consent of the nominee at time of the annual meeting.
- 3.) Officers shall be elected by a majority vote of those present at the annual meeting for a term of one year.

**Article V: Duties of the Officers**

- 1.) The president shall preside over and conduct meetings and appoint all committees and be an ex-officio member thereof, except as herein limited. The president shall report at each meeting and organize the annual meeting.
- 2.) The vice-president shall perform the duties of the president in the absence of the president and preside over the board of directors.
- 3.) The treasurer shall keep and maintain the financial records of the organization and report at each regular and annual meeting.
- 4.) The secretary shall record attendance at all meetings, record the minutes of all meetings, keep a list of the membership, together with their addresses, keep a list of committees and committee members, notify the members of the time and place of meetings, and conduct the correspondence of the organization.
- 5.) A staff member of the Barberton Public Library shall serve as liaison between the library and the Friends.

**Article VI: Executive Board**

- 1.) The executive board shall consist of the officers of the organization and the chairmen of all the standing committees.
- 2.) The executive board shall have the authority to determine which committees are needed to carry out the purposes of the organization, and shall advise the president on who should be appointed to serve on each such committee.
- 3.) A majority of the executive board shall constitute a quorum.

**Article VII: Meetings**

- 1.) Regular monthly meetings shall be held on a date and time decided by the executive board.
- 2.) An annual meeting shall be held on a date in the month of October to be determined by the executive board. Members shall be notified in writing at least two weeks prior to the date of the meeting.
- 3.) Special meetings may be called by the president or the executive board; any executive board member may request the president to call an executive board meeting at any time.

**Article VIII: Dues**

- 1.) Dues shall be payable annually.
- 2.) Membership terms shall be from October 1<sup>st</sup> through September 30<sup>th</sup>.
- 3.) Members who pay dues within six months prior to the end of the membership year shall be granted membership for the next full membership year.
- 4.) There shall be five classes of due:
  - a. Student members                      \$3.00
  - b. Individual members                    \$5.00
  - c. Family members                        \$10.00
  - d. Special Donor                            \$30.00
  - e. Business members                      \$50.00

**Article IX: Amendments**

- 1.) Amendments to these regulations may be made at any regular meetings by a two-thirds vote of present members with notification of proposed changes sent to each member at least two-weeks advance of the meeting at which the voting is to take place.

**Article X: Parliamentary Procedure**

- 1.) Robert's Rules of Order, the most recent edition, shall govern the proceedings of this organization when not in conflict of the above by-laws.