

## Article I. Name

Section 1. The name of this organization shall be FRIENDS OF THE NEW BERN CRAVEN COUNTY PUBLIC LIBRARY.

## Article II. Purpose

Section 1. The purpose of this organization shall be to maintain 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 for 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 when in compliance with the regulations governing a 501(c)(3); and to support the freedom to read as expressed in the American Library Association Bill of Rights, Articles 1-4.

Section 2. The "Friends" is organized for charitable, educational and scientific purposes including making distributions to organizations that qualify as exempt organizations under 501(c)(3) of the Internal Revenue Code, as amended, or corresponding provisions of any future Federal tax legislation.

## Article III. Membership

Section 1. Membership in this organization shall be open to all individuals of legal voting age who are in sympathy with its purposes.

Section 2. Each membership is entitled to one vote.

## Article IV. Officers

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

Section 2. Officers shall be nominated by the Nominating Committee and the membership shall be notified of the nominations at least two weeks before the annual business meeting. Additional nominations may be made from the floor with the consent of the nominee.

Section 3. Officers shall be elected by majority vote of the membership present at the annual business meeting for the term of two years. Officers shall serve no more than two consecutive terms in the same capacity.

## Article V. Duties of Officers

Section 1. President: To preside over and conduct meetings and to support all committees and be an ex-officio member thereof, except as limited herein.

Section 2. Vice-President: To perform the duties of the president in the absence of the president.

Section 3. Treasurer: To keep and maintain the financial reports of the organization, and, to assure that financial obligations are met including a report to the membership at the annual business meeting.

Section 4. Secretary: To record attendance at all meetings and to take the minutes of all meetings.

#### Article VI. Executive Board

Section 1. The executive board shall consist of the Officers of the organization and six At-Large members. The librarian shall serve as ex-officio member of the executive board

Section 2. The President or the Executive Board shall have the authority to appoint Standing Committees and any other committees consistent with the purpose of this organization except the Nominating Committee which shall be elected by the Executive Board.

Section 3. Meetings of the executive board shall be held in January, March, July and September on the second Wednesday of the month. Special meetings may be called by the president.

Section 4. A majority of the executive board shall constitute a quorum.

Section 5. The responsibilities of the Executive Board shall be to fulfill Article II, Section 1 Purpose and to report annually to the membership on activities including financial status.

Section 6. The At-Large Members shall be nominated by the Nominating Committee and elected by a majority vote of the Executive Board. Each At-Large Member shall chair or serve on a Committee.

Section 7. The following shall be Standing Committees: Membership Committee, Program Committee, Publicity Committee, Book Sale Committee and Nominating Committee.

Section 8. In the event of a vacancy of any elected position, the Board shall make an appointment to fill the position for the balance of the term.

#### Article VII. Meetings

Section 1. The annual business meeting with a program shall be held in the spring, and a program shall be held in the fall. Members shall be notified at least two weeks in advance of the annual business 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 a date to be determined by the board.

#### Article IX. Funds

Section 1. Funds shall be deposited to an account of the "Friends" and shall be disbursed by the Treasurer in accordance with the approval of the Executive Board. Expenditures must benefit the Library directly or indirectly. In the case of special endowments, the procedure shall be determined by the Board in accordance with the wishes of the donor.

Section 2. No part of the net earnings, if any, shall accrue to the benefit of, or be distributed to, its members, officers or other private persons except that the "Friends" shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of its exempt purposes. Friends activities shall comply with regulations as laid out by the IRS for a 501(c)(3).

Section 3. Upon dissolution of the "Friends" by a two-thirds majority of the membership, the Executive Board shall, after paying or making provisions for payment of all of the liabilities of the "Friends", dispose of all the assets and records of the "Friends" under Section 501(c)(3) of the Internal Revenue Code or corresponding provisions of any future Federal tax legislation.

Section 4. In the event that the "Friends" is dissolved, its records and all remaining funds shall be turned over to the New Bern-Craven County Public Library Board of Trustees. as allowed by rules governing a 501(c)(3).

#### Article X. Amendments

Section 1. Amendments to these bylaws may be made by a two-thirds vote of those members present, after notification to members at least two weeks before the annual business meeting.

#### Article XI. Parliamentary Procedure

Section 1. ROBERT'S RULES OF ORDER NEWLY REVISED, when not in conflict with these by-laws shall govern the proceedings of this organization.