

CONSTITUTION OF THE FRIENDS OF THE MOORE MEMORIAL PUBLIC LIBRARY

Article I – Name

The name of the organization shall be the Friends of the Moore Memorial Public Library.

Article II – Purpose

The Friends of the Moore Memorial Public Library shall be a non-profit, non-political organization with these major purposes and objectives:

1. To maintain a friendly association of persons interested in books and libraries.
2. To focus public attention on services, resources, and needs of the public library.
3. To stimulate benefactions, such as gifts, memorials, endowments, and bequests.
4. To work toward the enrichment of the library services, and to under gird the total library program.

Article III – Memberships

All persons interested in the aims and purposed of the Friends of Moore Memorial Public Library may become members of this association upon the payment of specified dues.

Article IV – Officers

The elected officers of this organization shall be a president, a vice-president, a secretary, and a treasurer.

Article V – Executive Board

The organization shall have an Executive Board consisting of the four elected officers and standing committee chairs. The Executive Board shall administer the affairs of the organization.

Article VI – By-Laws

This organization shall adopt by-laws consistent with this Constitution at any business meeting. Advance notice of intention to make changes or additions must be sent to all paid members at least fourteen days prior. A two-thirds vote of those present, under the prescribed rules for a quorum, shall be necessary for the adoption of any By-Law.

Article VII – Amendments

This Constitution may be amended at the annual meeting by a two-thirds vote of the members present, provided the proposed amendment has been submitted in writing by its proponents to the Executive Board of this organization, and in turn posted for public notice at the library and published in the local newspaper at least fourteen days prior to a meeting to be held to vote thereon.

BY-LAWS

Article I – Meetings

- Section I -** An annual general membership meeting shall be held during the first quarter of the year. The date of this meeting shall be specified by the Board. At this meeting, annual reports will be given and officers will be elected and installed on any election year.
- Section II -** There shall be business or program meetings during the year as planned by the Board.
- Section III -** Special meetings of the general membership may be called upon petition of at least ten percent of the membership.
- Section IV -** Announcements of all meetings shall be published in the local newspaper as well as posted for public notice at the library.
- Section V -** A quorum shall consist of the members present at any meeting that has been announced, at least three days in advance, through the press.

Article II – Membership and Dues

Section I - Annual dues shall be paid by the several classifications of membership:

Individual member	\$ 10.00
Family membership	\$ 25.00
Senior citizen (60 plus) or student	\$ 5.00
Sustaining member	\$ 50.00
Valued Friend	\$ 100.00
Lifetime Member	\$1000.00

Section II – The fiscal year shall be from January 1st through December 31st.

Article III – Duties of Officers

- Section I** - The president shall preside at all meetings of the membership and of the Executive Board. The president shall approve all orders on the treasury, appoint committees as needed, and direct the activities of the organization.
- Section II** - The vice-president shall preside in the absence of the president and serve as chair of the Ways and Means Committee.
- Section III** – The secretary shall keep the minutes of all meetings of the membership and the meetings of the Executive Board. The secretary shall also conduct all business correspondence of the organization, as authorized by the president or the Board.
- Section IV** – The treasurer shall collect dues, keep account of the same, hold in trust all funds, and disburse funds on order of the president.

Article IV – Terms of Office for Officers

- Section I** – The term of office for the elected officers shall be for two years and shall extend from the general membership meeting during which they are elected to the election at the general membership meeting two years following.
- Section II** – A vacancy occurring during the term of office shall be filled by the Executive Board.

Article V – Elections

- Section I** - Prior to the annual general membership meeting in an election year, the Executive Board shall appoint a nominating committee from the membership roll. The committee must have the consent of each nominee before presenting his or her name for election. Nominations may be made from the floor, at the time of the election, provided the consent of the nominee has been secured.
- Section II** – Election shall be by ballot except when there is only one candidate for an office; in that case, the election shall be viva voce.

Article VI – Committees

Section I - The president shall appoint, with the approval of the Board, such standing or special committees as are deemed necessary to carry out the functions of the organization.

Section II – The president shall appoint a historian to preserve all clippings and other publicity items associated with the activities of the Friends of the Library.

Article VII – Funds

Section I - The organization is formed exclusively for charitable and educational purposes within the meaning of section 501 © (3) of the Internal Revenue Code.

Section II – Notwithstanding any other provision of these articles, the Corporation shall not carry on any other activities not permitted to be carried on (a) by a Corporation exempt from Federal income tax under section 501 © (3) of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue law).

Section III- No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except the Corporation shall be authorized and empowered to pay reasonable compensation for the services rendered and to make payments and distributions in furtherance of the purposes set forth. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of a candidate for public office.

Section IV – Upon the dissolution of this Corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501 © (3) of the Internal Revenue Code (or corresponding section of any future tax code,) or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed by the court of Common Pleas of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine are organized and operated exclusively for such purposes.