

# **Friends of the Lomira Library By-Laws Revision A 2020**

Adopted: January 7, 2020

## **ARTICLE I: NAME AND STRUCTURE**

The name of this organization shall be the Friends of the Lomira Library, organized exclusively for charitable purpose, qualifying for tax exempt status under section 501 (c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code.

## **ARTICLE II: PURPOSE**

The purpose of the Friends shall be to develop and maintain an association of library supporters, to:

- Heighten awareness of library services and facilities.
- Promote public support for the enhancement of library resources.
- Develop supplemental funding for the library.
- Provide, sponsor or support programs that further library objectives.

It is recognized that the administration of the Lomira QuadGraphics Community Library is vested in the Library Board of Trustees and the Library Director.

## **ARTICLE III: MEMBERSHIP**

Membership shall be open to all who support the organization's purpose. Classes of membership and the fee structure for the classes of membership shall be set at the discretion of the organization's officers. Membership in good standing shall apply to all members meeting the fee structure of the class to which they belong. Membership includes voting rights for all measures.

## **ARTICLE IV: OFFICERS**

Section 1: The organization's officers shall be the organization's governing body; their duties shall be:

- President: Preside over and conduct meetings of the organization.
- Secretary: Prepare and publish minutes and, with input from other officers, publish meeting agendas.
- Treasurer: Maintain financial records and transactions of the organization, prepare and file all tax and statutory requirements, keep a list of members with appropriate financial detail.

Section 2: The term of office for officers shall be a minimum of one year and shall continue indefinitely thereafter until or unless:

- The officer steps down.
- The officer ceases to be a member in good standing.
- A challenger to the incumbent calls for an election.

Section 3: Election of officers shall:

- Be open to all voters who are members in good standing.
- Feature guidelines set by and communicated to the membership by a quorum of officers.

## **ARTICLE V: MEETINGS**

Section 1: Regular meetings of the organization shall:

- Take place a minimum of four times annually.
- Follow Robert's Rules of Order for governing the meeting proceedings.

Section 2: Additional meetings may be called for other specific purposes as determined by the officers or committees.

## **ARTICLE VI: BY-LAWS**

By-laws may be amended by a majority vote of members in good standing present at a meeting of the organization. A minimum of five members in good standing present will constitute a valid vote. Proposed amendments shall be submitted to one or more of the organization's officers. A quorum of the officers shall determine the process for voting on the amendment. The process shall feature a notice of not more than 60 days and not less than 21 days.

## **ARTICLE VII: DISSOLUTION**

Upon dissolution of the Friends of the Lomira Library, funds or property shall be vested to the Lomira QuadGraphics Community Library and the control of the Library Board of Trustees.