

**THE FRIENDS OF THE TAMARCK DISTRICT LIBRARY
BYLAWS**

Approved January 1, 2018

Amended October 8, 2020

NAME

The name of this corporation shall be the Friends of the Tamarack District Library. The address is PO Box 184, Lakeview, MI 48850.

As a nonprofit 501 (c) (3) corporation, the Friends are a legally distinct entity and not a part of the library or governed by the library board of trustees.

PURPOSE

The purpose of the Friends of the Tamarack District Library, further referred to as FTDL, is to enhance the library's facilities, resources, and services in order to better meet the library's mission to the community. The FTDL will accomplish its purpose by developing programs that provide financial and voluntary assistance to improve library resources and services.

All funds received by the FTDL shall be held in a fund designated as the FTDL. These monies can be expended with the approval of the Board of the Friends.

MEMBERSHIP

Membership in the FTDL is open to any person interested in supporting the activities and programs of the Friends. A membership is established by paying annual membership dues the fiscal year, which begins January 1 to December 31. Individual membership entitles the holder to one (1) vote at the annual April meeting.

The board secretary will keep an updated list of the membership and their addresses.

BOARD MEMBERS

The Board of Officers of this corporation shall be president, vice-president, secretary, and treasurer. In addition to the officers, the Board may consist of up to eight (8) voting board members for a total of twelve (12) voting board members.

Board Members shall be elected by majority vote of FTDL members present at the annual meeting for a term of three (3) years.

Should an office become vacant during the course of the year, the remaining officers can appoint another member to serve out the remainder of the vacant term.

DUTIES OF THE BOARD OF OFFICERS

President: Will preside over and conduct the meetings, appoint all committees, and be an ex-officio member thereof, except as limited herein. Term of 1 year.

Vice-President: Will assume the duties of the president in the absence of that officer and perform other duties as required. Term of 1 year.

Secretary: Will record attendance of all meetings, assist with meeting announcements, take the minutes of all meetings, and conduct the correspondence of the organization. Term of 1 year.

Treasurer: Will maintain the financial records of the organization. Term of 1 year.

Term may be extended by majority vote of the Friends Board.

A quorum consists of one-half of the Board.

MEETINGS

Meetings will be held at least once each month, on a date agreeable to most members, usually the first Wednesday of each month.

Each year, the April meeting will serve as the annual meeting where the election of board members will be held. Newly elected board members will take over immediately upon election. Officers will be elected from the current board members at the meeting directly following the annual meeting.

A special meeting can be called at any time by the board of officers of the organization. Notification of this meeting must be published in advance.

DUES

The cost of dues shall be reviewed, updated, and approved as needed by the membership.

Dues shall be payable by members annually. Membership campaigns shall occur January 1 through December 31 of each year.

Donation of goods, or in-kind labor, can be substituted for monetary membership payments.

FINANCES

Monies received from memberships, projects, gifts, and memorials shall be used to further the purposes of the Friends.

All funds of the Friends shall be deposited to the credit of the Friends.

Any expenditure from these funds shall be approved by both the president and the treasurer.

(2)

The fiscal year shall be from January 1 through December 31 of each year.

No part of the net earnings of the Friends shall benefit, or be distributed to, its members, trustees, officers, or other private persons except that the Friends shall be authorized and empowered by pay reasonable compensation for services rendered.

AMENDMENTS

Any members of the Friends may submit a proposal to amend the Bylaws to the Board of Directors.

Amendment proposals must be submitted to the general membership for consideration at least two (2) weeks before the annual meeting.

The Bylaws may be amended by the majority vote of FTDL members present at the Annual Meeting.

PARTLIMENTARY PROCEDURE

When any formality beyond the ordinary courtesies of joint action is required, Roberts Rules of Order (most recent edition) shall govern the proceedings.

DISSOLUTION

Upon the dissolution of the organization, assets shall be distributed for tax exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future tax code, to the Tamarack District Library.

Legislative Council – State of Michigan

450-2805 1-15-15