

BYLAWS
Friends of the Cody Branch Library
San Antonio Public Library System

Article I. Bylaws

This organization shall be under the jurisdiction of and follow the rules of the Parent Organization, the Friends of the San Antonio Public Library (FOSAPL). This organization shall be known as the Friends of the Cody Branch Library (FOCBL).

Article II. Membership and Dues

Any individual or family interested in becoming members of the Friends of the Cody Branch Library (FOCBL) may join by becoming members of the Parent Organization, the Friends of the San Antonio Public Library (FOSAPL) and indicating on the membership application a desire for membership in FOCBL. The Parent Organization will automatically credit a portion of the membership dues to the account of the FOCBL.

Article III. Meetings

The General Membership shall meet annually or as determined by the Executive Board of the FOCBL, at a date and time that is selected by the Executive Board but not to conflict with the meetings of the Parent Organization.

The date, time, place, and purpose of the General Membership Meetings shall be posted in the Cody Branch Library at least seven (7) days prior to that annual meeting. Meeting time and place shall be coordinated with the Staff of the Cody Branch Library.

A quorum for the General Membership Meetings shall consist of at least five (5) members, to include at least three Elected Officers of the Board. A majority vote of those present shall be required to constitute approval of an action by the group.

Special Meetings may be called by the Executive Board.

Meetings will be conducted in accordance with Robert's Rules of Order, or more informal rules if agreed upon by the members present.

Article IV. Executive Board (Board of Directors): Officers and Their Duties

The Executive Board, also referred to as the Board of Directors, shall consist of the following Board Members, all of whom must be current members of FOSAPL: President, Vice President, Secretary, and Treasurer, and Committee Chairs, plus Members at Large, as needed. All Board Members shall serve for a term of two years, but shall not be limited to the number of terms they may serve.

The Executive Board shall meet twice a year to take care of essential business such as working out details of book sales, or other matters. Special Meetings to cover other issues may be called.

The President shall preside at meetings and act as the liaison to the Parent Organization (FOSAPL). The President is a voting member of the FOSAPL Board. An interested member may be appointed by the President to act as liaison in her/his place.

The Vice President shall preside in the absence of the President.

The Secretary shall keep minutes of all meetings and report such when requested. The Secretary will also be in charge of contacting members regarding meetings.

The Treasurer shall deposit all moneys in the account of the Parent Organization. The Treasurer shall keep a full and accurate account of all moneys received.

Each year the Executive Board shall arrange for an Auditing Committee, consisting of three members, to review the records of the Treasurer.

Any FOCBL Executive Board member may be removed from office with good cause by a simple majority of the attendance at a general or special meeting. Causes for such action may include, but are not restricted to the following: lack of participation and/or failure to carry out the responsibilities of office, abuse of authority, unethical or legally questionable personal, professional, or organizational activities.

A Nominating Committee, selected by the FOCBL BOARD, shall present a slate of officers in November every two years with the election held in December of that year. New officers shall take office in January.

The Executive Board shall coordinate on agendas, conduct any FOCBL business which may come up between meetings (of the General Membership), and determine which committees shall be formed.

Article V. Committees

Committees are determined by the Executive Board and may include, but are not limited to nominating/elections, book sales, sorting, publicity, and FOCBL auditing.

Article VI. Fiscal

The FOCBL business year shall begin on January 1 and end on December 31.

Banking and official auditing will be the responsibility of the Parent Organization.

In the event of dissolution of the FOCBL, all assets of this group will become the responsibility of the Friends of the San Antonio Public Library. Such assets shall be used solely for the improvement of facilities or resources of the Cody Branch Library.

Article VII. Amendment of Bylaws

Bylaw articles may be amended at the annual meeting of the FOCBL by a simple majority vote of the attending members, providing that each amendment was submitted in writing at a previous meeting.

All amendments will be submitted to the Parent Organization.

These bylaws, upon approval by the Parent Organization, shall supersede any existing FOCBL Standing Rules.

We, the following Executive Board Members, approve the adoption of the proposed bylaws of the Friends of the Cody Branch Library as evidenced by the signatures below:



President



Vice President

Dustin Sanchez

Secretary

Patricia Mendez

Treasurer

Judy Holt

Committee Chair -- Book Sales

Susan K. Bailey

Committee Chair -- Publicity

Approved by the Board of Friends of the San Antonio Public Library (FOSAPL)
on

July 19, 2015

Date