

AMENDED BYLAWS
Friends of the Hannah Landa Memorial Branch Library
a/k/a Landa Friends

Article I. Bylaws

This organization shall be called the Friends of the Hannah Landa Memorial Branch Library, and shall be under the jurisdiction of the Bylaws of the Parent Organization, the Friends of the San Antonio Public Library.

Article II. Membership and Dues

Any individual or family interested in the purposes of the Friends of the Hannah Landa Memorial Branch Library may join by becoming members of the Parent Organization and stating on their membership application the desire for membership in the Landa Friends. The Parent Organization will automatically credit a portion of the membership dues to the account of the Landa Friends.

Article III. Meetings

Meetings shall be held on at least a quarterly basis. The meetings will be scheduled at the discretion of the President. The date, time and place of each meeting shall be posted in the Branch at least one week prior to the meeting. The meeting time and place will be coordinated with the staff of the Hannah Landa Memorial Branch Library.

Meetings will be conducted in accordance with parliamentary procedure per the most recent edition of "Robert's Rules of Order" or informal rules with the consent of the members.

A majority vote of those present shall be required to constitute action by the group.

Article IV. Officers

The officers shall consist of the President, Vice President, Secretary, and Treasurer. Officers shall be elected by vote of the Landa Friends members and shall serve for a term of two (2) complete business years. Elections for officers will be held in October for the following term.

Article V. Duties of Officers

The President shall preside at all meetings.

The Vice President shall preside in the absence or inability of the President to serve.

The Secretary or his/her designee shall record the minutes of all meetings, and maintain a file of all reports. In addition, the Secretary is responsible for general correspondence.

The Treasurer or his/her designee will deposit all monies in the account of the Friends of the San Antonio Public Library using the appropriate form provided by the Parent Organization. One copy of the form shall be retained for the Landa Friends files. The Treasurer shall keep a full and accurate account of all monies and present such accounts when they are requested. The Parent Organization will oversee the Landa Friends account and file all tax forms as required by law.

The Officers shall appoint a liaison to the Parent Organization as a voting member of the Board of Directors.

In the event of a vacancy in any office except President, the group will hold a special election and fill the vacancy. The Vice President shall fill a vacancy of the President and a new Vice President shall be elected in special election. Vacancies in any office shall be filled at the next scheduled meeting.

The elected Officers shall set agendas for meetings.

Article VI. Committees

Special committees are determined by the Officers and may include, but are not limited to, nominating, membership, and publicity.

Article VII. Fiscal

The business year shall be from January 1 to December 31.

The Officers shall prepare and present annually a budget for the year's business during the November meeting.

In the event of dissolution of the Landa Friends, all monetary assets of this group will become the property of the Friends of the San Antonio Public Library to be used solely for the Hannah Landa Memorial Branch Library at the discretion of the Hannah Landa Memorial Branch Library manager.

Article VIII. Amendment of Bylaws

Group Bylaws may be proposed for amendment at any meeting of the Landa Friends. Amendments may be approved by a majority vote at the next meeting. The Amended Bylaws will be submitted to the Board of Directors of the Friends of the San Antonio Public Library for approval.

FRIENDS OF THE HANNAH LANDA
MEMORIAL BRANCH LIBRARY

Date: 11/12/11

By: Sheila Figueroa, Secretary

Date: 11/12/11

By: Diane Prickett, President

BOARD OF THE FRIENDS OF THE SAN ANTONIO
PUBLIC LIBRARY

Date: 11/20/11

By: Anne Long, Secretary

Date: 11/20/11

By: Nancy Gandara, President