

Bylaws
Friends of the Las Palmas Branch Library
San Antonio Public Library System

October 2013

Article I. Name

This organization shall be known as the Friends of the Las Palmas Branch Library (FLPBL) of the San Antonio Public Library and shall be under the jurisdiction of and follow the rules set by the Parent Organization, Friends of the San Antonio Public Library (FOSAPL).

Article II. Membership and Dues

Selection and indication of a desire to be a member of the FLPBL is indicated at the time of payment of membership dues to the Parent Organization. The Parent Organization will credit a portion of the membership dues to the account of the Las Palmas Friends (FLPBL).

Article III. Meetings

The FLPBL shall meet quarterly or as determined by the Executive Board, at a date and time selected by the Executive Board, not to conflict with the Parent Organization meetings. Called meetings will require a statement of purpose.

Date, time, place and purpose of the FLPBL meetings shall be posted at the Las Palmas Branch Library and members notified at least ten (10) days prior to the meeting.

The meeting time and place will be coordinated with the staff of the Las Palmas Branch Library.

A quorum shall consist of at least five (5) members, to include at least one elected officer. A majority vote of those present shall be required to constitute approval of an action by the group.

Article IV. Executive Board: Officers, and their duties

The officers of the FLPBL shall consist of the President, Vice-President, Secretary, and Treasurer. All officers shall be elected for a term of two (2) years.

The President shall preside at meetings and act as the liaison to the Parent Organization (FOSAPL) or may appoint another interested member to act as liaison and a voting member of the FOSAPL Board.

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 monies in the account of the Parent Organization, following their rules for deposits and receipts. The Treasurer shall keep a full and accurate account of all monies.

Any FLPBL Executive Board member may be removed from office with good cause by a simple majority of the membership in attendance at a general or special meeting. Causes for such action may include, but are not restricted to: 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.

The Nominating Committee shall present a slate of officers in November every two (2) years with the election held in December of that year. New officers shall take office in the following January meeting.

Article V. Board of Directors

The FLPBL Board of Directors shall consist of the officers and all standing committee chairs.

The Board of Directors shall coordinate on agendas, conduct FLPBL business between general meetings, and determine which committees shall be formed.

Article VI. Committees

The President shall appoint chairs of the various standing or special Committees.

Committees are determined by the Executive Board and may include, but are not limited to: Membership, Publicity, Fundraising, and Nominations/Elections.

Article VII. Fiscal

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

Annually, at the November meeting, the Board of Directors shall prepare and present a budget for the next year's business, for approval by the FLPBL membership.

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

Article VIII. Amendment of Bylaws

Bylaw articles may be amended at any regular meeting of the FLPBL by a simple majority vote of the attending members, providing that the amendment(s) was/were submitted in writing at the previous regular meeting.

We, the following, approve the adoption of the proposed bylaws of the Friends of the Las Palmas Branch Library (FLPBL), as evidenced by the signatures below:

Secretary

President

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

on _____

Date