

**BYLAWS**  
**Friends of the Maury Maverick Jr. Branch Library**  
**(AKA Maverick Friends)**

**Article I. Bylaws**

**This organization 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 Maverick Branch Library may join by becoming members of the Parent organization and stating on their membership application the desire for membership in the Maverick Friends. The Parent organization will automatically credit a portion of the membership dues to the account of the Maverick Friends.**

**Article III. Meetings**

**Meetings shall be held on a monthly basis. The date, time, and place of each meeting, as well as the purpose, shall be posted in the Branch at least one week prior to the meeting. Special meetings may be called by the President or three members. The meeting time and place will be coordinated with the staff of the Maverick 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 quorum shall consist of at least five members to include at least one elected officer. A majority vote of those present shall be required to constitute action by the group.**

**As all Maverick Friends are also members of the Parent organization, they are authorized and urged to attend all meetings of the Friends of the San Antonio Public Library.**

**Article IV. Officers**

**The officers shall consist of the President, Vice President, Secretary, and Treasurer. Officers shall be elected by vote of the Maverick Friends members and shall serve for a term of two business years. Officers will be elected at the October meeting prior to the end of their 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 shall record the minutes of all meetings of members and Board of Directors, 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 Maverick Friends files. The Treasurer shall keep a full and accurate**

account of all monies and present such accounts when they are requested. These include both monies from shares of dues paid to the Parent organization for administrative purposes only, and monies from fund-raisers held by the Maverick Friends. The Parent organization will oversee the Maverick Friends account and file all tax forms as requested by law.

The Board of Directors shall appoint a liaison to the Parent organization as a voting member of its 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 a special election. Vacancies in any office shall be filled at the next scheduled meeting.

#### **Article VI. Committees**

The elected officers shall constitute the Board of Directors whose responsibility shall be to set agendas for meetings, conduct business in emergency situations between meetings, and preside at meetings.

Special Committees are determined by the Board and may include, but are not limited to nominating, membership, and publicity. The President shall appoint, subject to the approval of the Board, chairpersons of any special committees.

#### **Article VII. Fiscal**

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

The Board shall prepare and present annually a budget for the year's business during the November meeting. This will not be a fixed and complete budget in all respects but will be a guide stating what is deemed necessary to carry out the business of the group.

In the event of dissolution of the Maverick Friends, all assets of this group will be donated to the San Antonio Public Library to be used solely for the Maverick Branch at the discretion of the Maverick Branch Manager.

#### **Article VIII. Amendment of Bylaws**

Group Bylaws may be amended at any meeting of the Maverick Friends by two-thirds vote provided that the amendment was submitted in writing at the previous meeting.

**-End-**

Approved by the FOSAPL Board on May 21, 2006