

November 5, 2008

YELLOW SPRINGS LIBRARY ASSOCIATION BYLAWS

Amended October 8, 2008

ARTICLE I

Name

The name of this organization shall be the Yellow Springs Library Association, hereinafter referred to as the Association.

ARTICLE II

Purpose

The purpose of this association shall be to cooperate with the Greene County Public Library and its Board and to support and enhance the Yellow Springs Community Library.

ARTICLE III

Membership

Membership in this organization shall be open to all persons who support its purpose and pay annual fees.

ARTICLE IV

Meetings

Section 1. Membership meetings of the Association shall be held as needed as determined by the Board or members. Members shall be notified at least two weeks in advance of meeting date and time.

Section 2. The meetings shall be held in the library's Virginia Hamilton Meeting Room unless previously announced.

Section 3. A quorum for the purpose of conducting business at membership meetings shall consist of 5 members.

ARTICLE V

Dues and Fiscal Year

Section 1. Members shall decide the amount of the dues by a two-thirds vote of members present and voting, provided that notice has been given at a previous meeting. If a member's dues are unpaid for one year, the name of that member shall be dropped from the roll.

Section 2. Dues shall be payable to the Membership Secretary as of January 1 and shall be for one year for the calendar year.

Section 3. The fiscal year shall begin on June 1 and end on May 31.

ARTICLE VI

Officers

Section 1. The officers of the Association shall be a President, a Vice-President, a Secretary, and a Treasurer chosen as described in ARTICLE VII. The term of office shall begin on June 1.

ARTICLE VII

Board of Trustees

Section 1. The Board of Trustees, hereinafter referred to as the Board, shall consist of seven elected members. A maximum of three members shall be elected by the members each year for a term of three years. Trustees are eligible to serve two consecutive terms. One year must elapse before a trustee may be elected for another term. Vacancies occurring during the year shall be filled by election by membership vote. The Yellow Springs Community Librarian shall be an ex-officio member of the Board of Trustees. The Board shall meet at least six times a year, and four members shall constitute a quorum.

Section 2. The Board shall annually elect a President, Vice President, Treasurer and Secretary from among the Trustees. These officers of the Board shall function also as President, Vice President, Treasurer and Secretary of the Association.

The **President** shall preside at Board meetings and membership meetings. The President shall, with the approval of the Board, appoint representatives to other organizations. The President shall appoint an auditor annually. The President shall be an ex-officio member of all Association committees except the nomination committee.

The **Vice President** shall perform the duties of the President in the absence of the President.

The **Treasurer** shall receive and disburse all funds of the Association, shall report to the Board and to Association members at regular meetings, and shall present an annual report at the end of the fiscal year.

The **Secretary** shall take minutes of Board meetings and provide copies for other Board members as well as record the minutes of regular Association meetings. The secretary shall report the proceedings of the Board as appropriate. The secretary shall conduct the correspondence of the Association.

Section 3. The Board of Trustees is a working Board. Therefore, the remaining members of the Board will each assume responsibility, with the assistance of such committees as appear appropriate, for one of the following areas:

Membership: The Membership Chair shall undertake two responsibilities: the encouragement of membership in the Association and the keeping of, and making available, up-to-date lists of members.

Public Relations: The Public Relations Chair shall be responsible for the publication and distribution of *ExLibris* and for publicizing all Association activities, and educational or community outreach projects.

Hospitality: The Hospitality Chair shall recruit and support refreshment committees for Association activities.

Fund Raising and Special Projects will be the responsibility of the Board as a whole.

Section 4. The Board shall administer all financial affairs of the Association and shall decide policies and all questions involving Association property, subject to the approval of the Association.

Section 5. The Board shall hold an Orientation/Work Session for new Officers and Trustees annually.

Section 6. The Board shall recommend for Village Council appointment two association members to serve on the Yellow Springs Library Commission.

ARTICLE VIII

Elections

Section 1. Board members will be recruited through advertising and personal contact, with regard paid to skills needed and diversity.

Section 2. Vacancies which occur between voting cycles will be filled by appointment and approved by board members.

ARTICLE IX

Parliamentary Authority

The business of the Association of the Board of Trustees shall be conducted in accordance with Robert's Rules of Order Newly Revised whenever applicable.

ARTICLE X

Amendments

The By-Laws can be amended at the recommendation of the current Board or any member of the Association with the vote approval of members of the Association. The Board shall consider annually whether the By-Laws need to be perused for possible amendment.