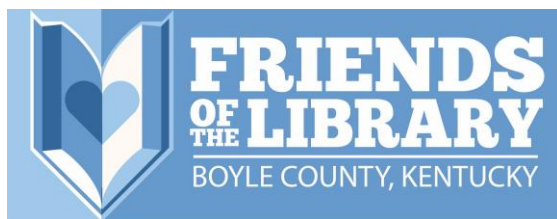


Annual Meeting Membership Vote to Approve **March 20, 2025**



**FRIENDS OF THE BOYLE COUNTY PUBLIC LIBRARY, INC.
(FOTL)
BYLAWS**

ARTICLE I—TITLE

The name of this organization shall be the Friends of the Boyle County Public Library, Inc.

The principal location shall be at 307 West Broadway Street; Danville, Kentucky.

ARTICLE II—PURPOSE

The Friends of the Boyle County Public Library (BCPL) shall be a non-political, non-profit 501c3 organization whose purpose shall be dedicated to raising funds to supplement the library's annual budget for materials, programs, resources, and literacy initiatives in our community as well as fostering support for BCPL policies.

ARTICLE III—MEMBERSHIP AND DUES

Section:

- A. Membership in this organization shall be open to all individuals in agreement with its purpose upon payment of annual dues.
- B. Annual dues shall cover the period of one (1) fiscal year—July 1-June 30.
- C. Each individual member in good standing shall be entitled to one vote at any meeting of the FRIENDS membership.
- D. Each household membership shall appoint one (1) representative to vote at membership meetings.
- E. All questions presented to the members for a vote shall be decided by a simple majority vote of the members present.

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- F. Dues for each category shall be determined annually by the Executive Committee prior to the annual meeting.
- G. Proxy and absentee voting shall not be permitted by this organization.

ARTICLE IV—EXECUTIVE COMMITTEE

Section:

- A. The Executive Committee shall consist of the elected officers, an at-large member, and the Library Director as an ex-officio member. The immediate Past President shall serve as a voting member for at least one year.
- B. Executive Committee members shall serve without compensation but may be reimbursed for actual expenses incurred in the performance of their duties.
- C. Executive Committee members shall serve a term of one (1) year and if willing to serve, may be re-elected without restriction to the number of terms.
- D. The Executive Committee shall meet a minimum of once each fiscal quarter in addition to the Annual Meeting.
- E. The Executive Committee may elect additional officers and standing committees as it deems desirable and may assign additional duties to officers as it deems appropriate.
- F. No Executive Committee member may make any purchases on behalf of the Friends of the Library without the approval of the Executive Committee.

ARTICLE V—OFFICERS

Section:

- A. The officers of the Friends of the Library shall be members in good standing of the Friends and shall be elected at the annual member meeting.
- B. The officers of this organization shall be a president, a vice president, a secretary, and a treasurer.
- C. All officers shall be members of the Executive Committee. Decisions shall be made by a simple majority of those attending a meeting.
- D. Vacancies: see ARTICLE VIII, Section C.

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ARTICLE VI—ELECTION of OFFICERS

Section:

- A. Officers shall be nominated by a three-member nominating committee, with the vice president presiding. The current president shall not serve on this committee. The committee shall submit nominations to the Executive Committee at a regular meeting the month prior to the Annual Membership meeting.
- B. Officers shall be elected by simple majority vote of those present at the Annual Meeting and shall serve without compensation. Additional nominations may be made from the floor at the annual meeting with the consent of the nominee.
- C. Officers shall serve a one-year term beginning July 1 of the coming year. All officers may be elected for additional terms if duly qualified and nominated, if so willing.
- D. A library staff member or a member of a Library Board of Directors or Trustees shall not hold an elected officer position in this organization.

ARTICLE VII—DUTIES OF OFFICERS

PRESIDENT

- A. The president shall preside at all meetings of the organization and shall have general supervision of the affairs of the organization.
- B. Be the official representative of the organization.
- C. Appoint all committee chairs and become an ex-officio member of all except the nominating committee.
- D. Ensure the signature card for the FOTL account at Farmer's Bank is current.
- E. The signature card has three signatures: Treasurer, President, and BCPL staff accountant.
- F. Review all messages to the general membership.
- G. Plan or delegate the planning of the annual meeting.

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VICE PRESIDENT

- A. In the absence or disability of the president, the vice president shall perform the duties of the president and assume all the powers of the president and when so acting shall have all the powers of and be subject to all the restrictions imposed on the president.
- B. Shall serve on the nominating committee.
- C. Shall perform other duties as may be assigned by the president or the Executive Committee.

SECRETARY

- A. The secretary shall take minutes of all meetings. Prepare the written document of the minutes for distribution to the Executive Committee with final review by the president.
- B. Keep the most recent version of the bylaws available at all meetings and maintain the electronic files of minutes and bylaws, and hardcopy files.
- C. The secretary shall be responsible for keeping a current contact list of the Friends of the Library members.

TREASURER

- A. The treasurer shall receive all monies.
- B. Keep a balanced account of all receipts and expenditures and present a current financial report to the Executive Committee, at the annual meeting, and/or as requested by the president.
- C. Be aware of all legal filing requirements including tax filings. Submit documents as required, meet all deadlines, and present a completed copy to the secretary for permanent record.
- D. Pass along a monthly timeline of events, planning, filing deadlines, electronic files, and any other important tasks and materials to the incoming treasurer.

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ARTICLE VIII—REMOVAL and VACANCIES

Section:

- A. An officer may resign at any time by written resignation to the president or the secretary.
- B. Any officer may be removed by a simple majority vote of the Executive Committee. Four (4) unexcused meeting absences within a twelve-month period may be grounds for removal.
- C. A vacancy in any office because of death, resignation, removal, disqualification, or otherwise, may be filled by the Executive Committee for the unexpired portion of the term,

ARTICLE IX—COMMITTEES

Section:

- A. The EXECUTIVE COMMITTEE shall consist of the officers of the organization, member at-large and Library Director (ex-officio).
- B. STANDING COMMITTEES shall consist of:
 - a. Book Sale
 - b. Program
 - c. Hospitality
 - d. Nominating
- C. Committee Chairs are approved by the President after being named by the Nominating Committee. Each Committee Chair appoints members of his or her committee.
- D. Terms for the committee chairs shall be one year and they may be reappointed.
- E. New and/or additional members of any committee shall be appointed by the chair of that committee.
- F. Additional ad-hoc committees shall be designated as deemed necessary with the approval of the Executive Committee. The president shall appoint a chair of specific activity committees for the duration of the committee's activity.

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ARTICLE X —MEETINGS

Section:

- A. This organization shall hold an Annual Meeting for the purpose of electing officers, receiving various reports, and transacting other business.
- B. Special meetings may be called at any time by the Executive Committee or the President.
- C. Voting privileges at Executive Committee meetings shall comply with the one vote per officer rule. A majority of the officers on the Executive Committee shall constitute a quorum.
- D. Under special circumstances, the Executive Committee may hold events or meetings via Zoom or other remote communications.

ARTICLE XI—FUNDS and LIABILITY

Section:

- A. Any and all liability of the Friends of the Boyle County Public Library shall be limited to its deposited funds.
- B. No part of the organization's funds shall be used to benefit any member.
- C. No purchases shall be made for the library except with the approval of the Library Director and in accordance with the policies of the governing bodies of the library.
- D. Upon dissolution of this organization, any assets of the organization remaining after all legal obligations have been met shall be transferred to the Danville Library, Inc. for public purposes.

ARTICLE XII—AMENDMENTS

Section:

- A. These bylaws may be amended by a majority vote at the annual Friends of the Library meeting by members present and voting, PROVIDED, a written notice of the proposed amendment has been included in the notice of the meeting.
- B. These bylaws shall be reviewed bi-annually.

ARTICLE XIII—BOOKS and RECORDS

The organization shall keep complete books and records of its accounts, a list of names and addresses of the membership, and maintain minutes of all meetings and related

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proceedings. All books and records of the organization may be inspected by any member for any proper purpose at any reasonable time.

ARTICLE XIV—PARLIAMENTARY PROCEDURE

Roberts' Rules of Order, (Revised), when not in conflict with these bylaws, shall govern the proceedings of this organization.

Revised March 1998
Adopted November 1998
Eric Mount
Ken Snowden
Charles Berg

Revised February 9, 2015
Adopted October 12, 2015
JP Brantley
Jim Moore
Margaret Gardiner
Alexis Angolia
LeeAnne McCann
Georgia de Araujo

Revised January 22, 2022
Adopted February 24, 2022
Alexis Angolia
Georgia de Araujo
Pat Boatwright
Deborah Cullen
Jim Moore

Revised December 16, 2024
Proposed Adoption March 20, 2025
Sallie Bright
Katie Bright
Alexis Angolia
Jim Moore
Georgia de Araujo
Colleen Hall