

## BYLAWS

### Article I NAME

The name of this organization shall be the Friends of Antigonish Library Society

### Article II PURPOSE

The purpose shall be to support the activities of the library which must be in accordance with the goals and policies of the Regional Library Board and the library's owners and support groups.

### Article III MEMBERSHIP

Membership is open to any person or association interested in the promotion of the library.

### Article IV OFFICERS

Section 1 The Officers of this organization shall consist of a President, a Vice-President, a Secretary and/or a Treasurer who shall constitute the Executive and who shall be elected to serve a two year term. Elections will take place at the Annual General Meeting.

The Chief Librarian, or designate, shall serve as an ex-officio member on the Executive.

Section 2 The signing officers will be one of the President, the Secretary and/or Treasurer; and the Chief Librarian or designate.

Section 3 A Nominating Committee, appointed by the President, shall submit a slate of candidates, and nominations may be made from the floor at the Annual General Meeting.

### Article V DUTIES OF THE OFFICERS

Section 1 The President shall preside at all meetings and, in general, conduct the affairs of the Organization in a manner consistent with the authority and responsibility pertaining to the Office.

Section 2 In the absence of the President or in the event of his/her inability to act, the Vice President shall discharge the duties of the President.

Section 3 The Secretary shall give notice of all meetings and keep an accurate record of all proceedings. The Secretary shall keep a complete list of the names and addresses of all members of the Organization. He/she shall carry out the correspondence of the Organization.

Section 4 The Treasurer shall collect all moneys of this Organization, and shall keep a financial record of all moneys received by and expended by or on behalf of the Organization. The Treasurer will prepare a financial report for the Annual General Meeting and at this time also submit a copy to the Pictou-Antigonish Regional Library Board.

### Article VI FINANCES

Section 1 Individual Friends of the Library groups will establish their own bank account and are responsible for the care of all funds. Donations to individual Friends of the Library groups are for use in that individual branch library. Tax receipts are issued.

Section 2 Donations to the regional library, and not to any specific Friends of the Library group, are deposited in the separate Fund Raising Account of the Regional library. Tax receipts are issued.

#### Article VII FUNDRAISING

Region-wide fund raising campaigns shall be held at predetermined specific times of the year. Friends of the Library groups may conduct their own individual fund raising campaigns throughout the year, except at the time of the region-wide campaign.

#### Article VIII SALARIES AND EXPENSES

All Officers shall serve without compensation. The Executive may authorize the disbursement of such necessary incidental expenses as may be properly incurred by any member in good standing in the transaction of business of this Organization by way of reimbursement.

#### Article IX MEETINGS

Section 1 There shall be an Annual General Meeting held not earlier than April 1 and not later than May 31.

Section 2 Special meetings may be called at the discretion of the Executive.

#### Article X FISCAL YEAR

The fiscal year shall be from April 1 to March 31.

#### Article XI PARLIAMENTARY AUTHORITY

All meetings of the Organization shall be conducted in accordance with the latest revised edition of Robert's Rules of Order.

#### Article XII AMENDMENTS

These By-Laws may be amended at any meeting of the Organization by a three-fourths ( $\frac{3}{4}$ ) vote of the members present and voting, provided that notice of the proposed amendment is given in writing to all members at least ten (10) days prior to the said meeting.

Adopted at the first meeting of the above Society, February 23 2005