

**AMENDED BYLAWS  
THE FRIENDS OF THE SALINAS PUBLIC LIBRARY  
JANUARY 21, 2012**

**Article I  
Name and Object**

Section 1 This organization shall be known as the Friends of the Salinas Public Library, (FOSPL), Salinas, California.

Section 2 The Objectives of this organization shall be to:

- a. Support the operations of the Salinas Public Library System of the City of Salinas by providing library related services to the community.
- b. Raise funds and accept gifts on behalf of and for the use of the Salinas Library.
- c. Assist the Salinas Public Library in obtaining grants and other related services.

Section 3 This organization shall support and participate in advocacy activities that benefit the Salinas Public Library wherever library issues arise.

**Article 11  
Nonprofit Status**

Section 1 This organization is not organized for profit.

**Article III  
Membership and Dues**

Section 1 Any person who subscribes to the objective and purposes of the organization, as stated in Article I, shall be eligible for membership.

Section 2 The Library Director or a designated representative shall be deemed to be an ex officio member and shall have a vote except in a conflict of interest.

Section 3 The membership dues shall be for one year from date of payment.

Section 4 Membership dues shall be agreed upon by the general membership, and changes to be made as deemed necessary.

Section 5 FOSPL meetings are open to all members and to the public but only FOSPL members are eligible to vote. Each member is entitled to one vote.

**Article IV**  
**Officers and their Duties**

Section 1     The officers shall be a President, a Vice President, a Secretary, and a Treasurer.

Section 2     An election shall take place every two years at the May meeting.

Section 3     The terms of office for all officers shall be for two years or until successors are elected. The terms of office shall begin July 1. All interim appointments shall be for filling the current two year terms.

Section 4     The President shall preside at all meetings and perform duties incidental to the office. The President shall appoint standing committees as deemed necessary subject to approval of the membership.

Section 5     The Vice President shall perform the duties of the President in the absence of the President, and shall be the President Elect.

Section 6     The Secretary or an alternate designated by the President shall keep minutes of the meetings, shall be prepared to refer to the minutes of the previous meetings, shall send out mailings, and shall keep the membership list current.

Section 7     The Treasurer shall be the custodian of all the monies and disburse all funds of the organization. The funds shall be kept in a bank approved by the membership. The Treasurer shall prepare the budget, keep an itemized account of all receipts and expenditures, shall submit a statement at the general meetings. and shall collect all membership dues. Each authorized purchase for the Library shall be identified to allow periodic review of the status of purchases.

**Article V**  
**General Meetings**

Section 1     Meetings of members shall be held monthly or as designated from time to time by the President.

Section 2     Notice of meetings shall be given in writing or E-mail at least five days in advance of the meeting.

Section 3     A Quorum shall consist of five members with at least one member being an officer. The members present at a duly called meeting at which a quorum is initially called may continue to do business not with standing a loss of a quorum due to withdrawal at the meeting.

Section 4 All meetings shall be conducted according to “Roberts Rules of Order As Revised“ except in conflict with the by-laws of the State of California.

## **Article VI Executive Committee**

Section 1 The Executive Committee shall perform the duties of the general membership in the interim between the general membership meetings. The meeting shall be held only when action is required to meet a deadline or emergency that cannot wait till the next regular meeting of the membership.

Section 2 The Executive Committee shall consist of seven (7) members: the President, the Vice President, the Treasurer, the Secretary and three (3) members appointed by the President and subject to approval by the general members present. The term for these three members shall be concurrent with the term of office of the President.

Section 3 Special meetings of the Executive Committee may be called by the President on request of two members of the Executive Committee.

Section 4 A quorum shall consist of four members.

Section 5 Actions may be taken by the Executive Committee via meetings by written consent , phone, or E-mail, a quorum must be established only when the member acknowledge receipt of E-Mail or phone. Such written consent of the proceedings of the committee shall be filed with the minutes of the general meeting.

## **Article V11 Expenditures and Indebtedness**

Section 1 No Indebtedness shall be incurred by any member or officer except as authorized by the membership.

Section 2 In the event of an emergency, the President may be empowered to spend a sum not to exceed \$100 which sum may be changed by the membership.

Section 3 The signature of the President, Secretary and Treasurer shall be on record at the bank where the organization has a account. Two signatures shall be required on all checks over \$500.

Section 4 The fiscal year runs from July 1 through June 30. An annual budget shall be prepared and presented at the June meeting for approval by FOSPL.

Section 5 A reserve fund shall be established in the budget to pay for expenses incurred if FOSPL is dissolved.

### **Article VIII Amendments**

Section 1 The membership shall be notified in writing that there will be a proposed amendment or by-laws change that will be discussed at the next meeting.

Section 2 The proposed amendments are to be read at the next immediate meeting.

Section 3 Any changes of amendments are to be voted upon at the following meeting and must be adopted by a 60% vote of the general members and shall immediately become part of the bylaws.

### **Article IX Dissolution**

Section 1 In the event of dissolution of the organization, all assets shall be transferred to the Salinas Public Library.

Approved at General Meeting, January 21, 2012