

**BYLAWS FOR THE FRIENDS OF THE
LAKE VILLA DISTRICT LIBRARY AS AMENDED – October 2016**

ARTICLE I. NAME

Section 1. The name of this organization shall be FRIENDS OF THE LAKE VILLA DISTRICT LIBRARY.

ARTICLE II. PURPOSE

Section 1. The purpose of this organization shall be to maintain an association of persons interested in libraries; to focus public attention on the Library; to stimulate the use of the Library's resources and services; to receive and encourage gifts, endowments, and bequests to the library; to support and cooperate with the Library in developing library services and facilities for the community; and to support the freedom to read as expressed in the American Library Association Bill of Rights.

Section 2. All services donated and performed by members must be with the specific approval and direction of the Library Board acting through the Library Director of its designee.

Section 3. This organization shall be incorporated as a not-for-profit corporation under the laws of the State of Illinois. The Law of the State of Illinois shall apply to construe any conduct or contract entered into by this organization. No part of the net earnings of the corporation shall be used to the benefit of any member, trustee, official or individual. The corporation shall not engage in propaganda or intervention in any political campaign on behalf of any candidate for public office. No substantial part of the activities of the corporation shall involve attempts to influence legislation.

Section 4. In the event of the dissolution of the corporation, and prior to the completion thereof, all liabilities and obligations of the corporation shall be paid, satisfied and discharged, and all remaining assets, property, and income owned or held shall be expended for the purposes of the corporation, or by transferring and conveying such assets, property, and income to the library or to any charitable, scientific, literary or educational organization designated by the Library to which exemption from income taxes has been granted under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or corresponding provisions of any future United States Revenue Law).

ARTICLE III. MEMBERSHIP AND VOTING RIGHTS

Section 1. Membership in this organization shall be open to all individuals, representatives or organizations, clubs, and municipal entities who are in sympathy with this organization's purposes, and whose dues are paid.

Section 2. Membership shall be classified as follows:

Individual Membership	Lifetime Individual Membership
Family Membership	Lifetime Family Membership
Organization Membership	Commercial Membership
Memorial Membership	

Section 3. Upon payment of the applicable dues in accordance with these bylaws, each membership shall be entitled to one vote, except as follows:

- a. A Family Membership shall be accorded one vote for each family member who is 18 years or older but no more than two (2) votes total;
- b. Lifetime Memberships shall be accorded one vote for each family member who is 18 years or older but no more than two (2) votes total.

Organizations, clubs, and municipal entities are considered individuals for the purposes of voting rights. For the purpose of voting rights, family member is defined as any individual in cohabitation with another.

Section 4. Members must be present to vote.

ARTICLE IV. OFFICERS AND EXECUTIVE BOARD

Section 1. The officers of this organization shall be a president, vice-president, treasurer, and secretary.

Section 2. The Executive Board shall consist of the following: the elected officers; one member of the Library Board, who is appointed by the Library Board, or his or her designee; and the Library Director or designee, who shall serve as an ex-officio member of the Executive Board.

Section 3. The President may be a member of all committees.

Section 4. Nominations shall be made from the floor by self-nomination or on behalf of the nominee with consent. No seconding will be required.

Section 5. Officers shall be elected by the majority vote of those present at an annual election meeting for the term of one year. Officers must be current members at the time of their election and throughout their term.

Section 6. The Executive Board shall have the authority to appoint committees consistent with the purposes of the organization.

Section 7. The President may call an Executive Board meeting. A majority of the Executive Board shall constitute a quorum. The Library Director or designee, and, or the appointed member of the Library Board shall be included in the quorum count.

Section 8. Vacancies arising on the Executive Board, with the exception of the member from the Library Board and the Library Director or their respective designees, shall be filled by an election of the general membership. This election shall be held at the next meeting after the arising vacancy. Any elected officer of the Executive Board who fails to attend three consecutive meetings without notifying the Executive Board must resign. If the member from the Library Board or the member designated by the Library Director fails to attend three consecutive meetings without notifying the President, a replacement of such member will be requested of the Library Board or the Library Director.

ARTICLE V. MEETINGS

Section 1. Meetings shall be held at times determined by the Executive Board. The Executive Board shall meet at least quarterly.

Section 2. The annual meeting shall be in **May**.

ARTICLE VI. DUES

Section 1. Dues shall be paid annually and are as follows:

Individual	\$5 per year
Family	\$7 per year
Organization	\$25 per year
Commercial	\$25 per year
Lifetime Individual	\$50 one time
Lifetime Family	\$75 one time
Memorial	\$50 one time

Section 2. The amount of dues applicable to any membership classification, and, or, the addition of any new membership classification, may occur at any meeting of the membership by majority vote. Any changes to dues for existing membership classes shall be effective only for renewal of memberships in existence and in good standing on the date of such change. Notice of any dues or membership class changes shall be issued to the membership by the Executive Board within thirty (30) days of said change.

Section 3. Membership shall be renewed annually on the first day of the month in which the member joined the organization or in which the membership was renewed.

ARTICLE VII. FUNDS

Section 1. Adequate books of accounts, and a roster of current members shall be maintained by the Treasurer. A standard cash basic accounting shall be used. A copy of the books and records, together with the minutes of meetings of this organization, shall be kept at the Lake Villa District Library and shall be available for inspection to the public.

The cost of said maintenance of this organization's records by the Library shall be borne by this organization.

Section 2. At the Annual meeting, the Executive Board shall present a summary of expenses and revenues for the prior year and shall also present a proposed budget for the next fiscal year for adoption by the membership.

Section 3. No funds shall be disbursed without the written authority of two officers.

Section 4. Under the direction of the Executive Board, the Treasurer's books shall be audited on an annual basis.

ARTICLE VIII. AMENDMENTS

Section 1. Amendments to these bylaws may be made at any meeting of the membership by a two-thirds vote of those present after notification in writing by written mailing or by email to each member. Notification will also be posted on the Friends of the Library Web Page and at the Lake Villa District Library. These notifications will occur at least two weeks before the meeting at which such vote is to take place.

Section 2. The effective date of any amendment to these bylaws shall be immediately upon adoption of said amendment unless otherwise specified in said amendment, except that any amendment, the effective of which is to deny any member or membership class a pre-existing right granted under these bylaws, shall only be effective sixty (60) days after said affected member or membership class has been notified of the proposal of said amendment.

ARTICLE IX. PARLIAMENTARY PROCEDURE

Section 1. Robert's Rules of Order, Revised, when not in conflict with these bylaws, shall govern the proceedings of this organization.