



BYLAWS OF FRIENDS OF THE LE MARS PUBLIC LIBRARY

Reviewed, revised & adopted April 3, 2017

Revised Dec 3, 2018; May 15, 2023; March 20, 2025

ARTICLE 1

NAME

The name of the Association shall be
FRIENDS OF THE LE MARS PUBLIC LIBRARY

ARTICLE II

Purposes

Section 1: The purpose of the Friends of the Le Mars Public Library shall be to:

- A. Develop and maintain an association of Library supporters & volunteers
- B. Heighten awareness of Library services and facilities
- C. Promote public support for the enhancement of Library resources
- D. Develop supplemental funding for the Library
- E. Provide, sponsor or support programs that further Library objectives

Section 2. This Association is a nonprofit, nonpolitical, nonsectarian non-segregated organization operated exclusively for those purposes set out in article II, Section 1 above. No part of any assets, property, income or profit shall inure to the benefit of any member, director, officer or other individual and no officer or director shall receive any compensation.

Section 3. In the event this Association shall be dissolved or cease to exist for the stated purposes, all assets shall be placed in an escrow account for two years to allow time for reorganization. If not accomplished within two years, all assets shall vest in the Le Mars Public Library.

Section 4. Dissolution of the Association shall require a three fourths (3/4) vote of all membership.

ARTICLE III

MEMBERSHIP

Section 1. Membership shall be open to all persons interested in the aims and purposes of the Association and in the welfare and benefit of the Le Mars Public Library.

Section 2. Any individual, association, partnership, organization, or corporation may become a member upon payment of annual dues either monetarily or by volunteer time. Rates for membership dues (monetary or volunteer time) shall be set annually by the officers.

Section 3. Each member whose dues are current shall be entitled to one vote.

ARTICLE IV

MEETINGS

Section 1. The annual meeting will be held in the fourth quarter of the fiscal/calendar year on a date set by the Officers for the purpose of election of officers and transaction of other business

Section 2. Additional general membership meetings shall be scheduled as recommended by committees, Officers or the Library Director.

Section 3. Regular meetings of the association shall be held not less than quarterly.

Section 4. The Officers, or designee, shall notify the membership of all meetings.

Section 5. Members present shall constitute a quorum at all meetings and may vote on and pass any issue with the exception of the dissolution of the Association, which requires a three fourths (3/4) vote of the membership.

Section 6. All meetings of this Association shall be open to the general public pursuant to Iowa Code Section 28A.

ARTICLE V

BOARD MEMBERS AND OFFICERS

Section 1. Election of officers to include Vice President/President Elect, Secretary and Treasurer positions shall be held at the annual meeting. Nominations shall be received from the floor.

Section 2. Election of executive officers shall be by a majority ballot and each officer shall serve for three (3) years. Accessory board members shall serve a term of one (1) year. Terms can be extended via majority vote at the annual meeting.

Section 3. The executive officers of the Association shall be a President, a Vice President/President Elect, and President Emeritus. Accessory board members include the Secretary and the Treasurer.

- A. The President shall preside at all meetings, shall appoint all committees, and except for the nominating committee, be an ex officio member thereof.
- B. The Vice President/President Elect shall perform the duties of the President in the absence of the President, and shall act as aide to the President. The Vice President/President Elect will serve in the capacity of President in year 2 of the 3-year term and as President Emeritus in the 3rd year of the 3-year term.
- C. The President Emeritus shall serve as counsel to the President and Vice President. The President Emeritus shall serve as President if both the President and Vice President are unavailable. President Emeritus shall advise on past practices and operations in accordance with the chapter bylaws and may be requested to perform other duties.
- D. The Treasurer shall keep and maintain the financial records of the Association, collect all money due, deposit funds, and, upon approval of the Executive Board, shall make all disbursements. At the conclusion of the fiscal year the Treasurer shall

have a third party evaluate the financial records and provide a letter to the Board of Directors.

- E. The Executive Board shall designate two officers (President and Treasurer) with check-signing privileges.
- F. The Executive Board will review the monthly bank statements at each meeting.
- G. The Secretary shall record attendance at all meetings and shall take the minutes of the meetings.

Section 4. Any vacancy occurring in the offices or the Board of Directors shall be filled immediately by appointment of the Executive Board.

Section 5. The terms of officers and directors shall begin in January of the next fiscal/calendar year.

ARTICLE VI

EXECUTIVE BOARD

Section 1. The Executive Board shall be the officers, and the Director of the Le Mars Public Library.

Section 2. The Executive Board shall have general supervision of the affairs of the Association between its regular meetings, fix hours and place of changed or special meetings, make recommendations to the Association, and perform such other duties as delegated by a vote of the membership. However, no action of the Executive Board shall conflict with any action taken by the membership of the Association, nor with any policies of the Director of the Library or the staff, nor with the Board of Trustees of the Le Mars Public Library.

Section 3. A quorum of the Executive Board shall consist of a simple majority of its members.

ARTICLE VII

FISCAL YEAR

The Fiscal year of the Association shall begin on the first day of January of each year and shall end on the last day of December of each year.

ARTICLE VII

AMENDMENTS

These bylaws may be altered, amended, repealed, or enlarged at any meeting of the general membership by a majority vote of the members present at the meeting, with the provision, however, that the Director of the Library is present at said meeting to voice the interest of the Library.

ARTICLE IX

PARLIAMENTARY PROCEDURES

The latest edition of Robert's Rules of Order shall govern the proceedings of this Association, unless it is in conflict with these bylaws.