The name of this organization shall be Friends of the Northville District Library, Inc.

Mission Statement

Through fundraising and volunteer effort, our mission is to promote, support, encourage, and enhance the services of the Northville District Library and to help build a strong relationship between the library and the community of Northville.

Article I - Membership and Dues

Section 1. Membership in this organization shall be open to all individuals in agreement with its purpose.

Section 2. Members shall pay annual dues as determined by the Board of Directors.

Section 3. Each membership shall be entitled to one vote at the annual meeting.

Article II - Officers, Directors and their duties

Section 1. The direction of affairs of this organization shall rest with the Board of Directors with the President serving as presiding officer.

Section 1. a. The officers of this organization shall be: President, Vice President, Treasurer, Recording Secretary, and Corresponding Secretary. At least four but no more than eight directors will also serve. These persons shall constitute the Board of Directors and shall have the power to transact the business of the organization.

Section 1.b. The Officers and Directors shall be elected by a majority vote of those at the annual meeting. Officers shall serve for a term of one year. Directors shall be elected for a two-year term. Vacant elective office positions may be filled by Board action to serve only the remainder of a term.

Section 1.c. Nominations for Officers and Directors shall be presented by a Nominating Committee at the annual meeting. The Nominating Committee shall consist of three members appointed by the President. At the annual meeting nominations from the floor will be invited. No one shall be accepted for nomination without his/her prior approval.

Section 1.d. An Officer, Director, or Volunteer may be removed from board or volunteer service for failing to meet the obligations of office, or when their actions become incompatible with the mission of the Friends as determined by the Board of Directors. A motion for removal must be made by a member of the Board of Directors at which time the Officer, Director, or Volunteer will be provided the opportunity to contest the action. Discussion will be entertained prior to a vote being called. A removal vote may take place at a regular or specially called meeting of the Board after a motion is seconded where a quorum is present. It will take a two-thirds majority of present Board members to remove an Officer, Director, or Volunteer from duty. When unable to reach a quorum, an email vote may be conducted to obtain a two-thirds vote.

Section 1.e. A majority of the members of the Board shall constitute a quorum for the transaction of regular business affairs.

Section 2. The President shall interact with the library director to ascertain the direction and needs of the library; attend and report at the Library Board meetings; preside over and conduct meetings; and, appoint all committees and be an ex-officio member thereof.

Section 3. The Vice President shall organize the activities of the organization, and perform the duties of the President in the absence of the President.

Section 4. The Treasurer shall keep and maintain the financial records of the organization.

Section 5. The Recording Secretary shall record attendance and take minutes at all meetings.

Section 6. The Corresponding Secretary shall receive, read, and conduct all correspondence and reports pertaining to the organization and assist other Board mailings as needed, (i.e. membership correspondence).

Article III – Committees

The President shall appoint committees, and chairpersons, such as membership, newsletter, publicity, book sale, programs, audit, and others as needed.

Article IV - Meetings

Section 1. Regular meetings shall be held monthly unless otherwise directed by the President.

Section 2. The annual meeting shall be held in March for the purpose of electing officers, to receive reports, and to transact other business.

Section 3. Special meetings may be called by the President.

Section 4. A written or e-mail notice shall be sent to each member at least two weeks prior to the date of the annual meeting or special meeting. The call for a special meeting must state the business to be transacted and no business shall be transacted except for that stated in the call.

Article V - Funds

Section 1. All dues and funds are to be payable and deposited in the account of the organization. The Board of Directors shall have the discretion to approve "in kind" donations.

Section 2. An annual review shall be made of the organization's accounts. The auditor(s) will be appointed by the President and may not be members of the Board of Directors.

Section 3. The fiscal year is March 1 through the last day of February.

Section 4. No individual Member or Director of the Corporation shall have any title to or interest in the corporate property or earnings in his or her private capacity and no part of the net earnings of this Corporation shall be distributed to, or used to the benefit of any Member, Director, or Officer of this Corporation, contributor or private individual.

Article VI – Amendments

These by-laws may be amended by a two-thirds vote of the membership in attendance at the annual meeting or at a special meeting called for that purpose.

Revised and approved at Annual Meeting: **March 21, 2013** (Carol Oldenburg, President)
Retyped with amendments Annual Meeting 2009, by Paul Snyder
Retyped with amendments March 2008, by Paul Snyder
Retyped June 2006, by James T. Morche'
Retyped May 1998, by Lynn Parkllan