

**BYLAWS
FRIENDS OF THE ARTS
@ THE HAUPPAUGE PUBLIC LIBRARY**



ARTICLE I - NAME

The name of this organization shall be **The Friends of the Arts @ the Hauppauge Public Library**.

ARTICLE II – PURPOSE

Section 1.

The purpose of this organization shall be to promote and further an interest in the arts and culture at the Hauppauge Public Library and to enhance community knowledge of and participation in the arts and cultural events.

Section 2.

This organization will have no desire to and shall not interfere in any aspect of the administration of the library.

ARTICLE III – MEMBERSHIP

Section 1.

Membership in this organization shall be open to all individuals in agreement with its purposes.

Section 2.

Each individual member in good standing shall be entitled to one vote.

Section 3.

Businesses or other commercial entities shall be able to join the organization as corporate members. However, members other than individuals will not have voting privileges and may not become officers of the organization.

Section 4.

The membership year shall begin on July first of each year. Annual dues, if any, shall be determined by a majority vote of the executive board and be subject to the written approval of the library director. All contributions shall be as tax deductible as are those contributions made directly to the library. In the event of the dissolution of the organization, all assets will be turned over to the Hauppauge Public Library.

ARTICLE IV – OFFICERS

Section 1.

The officers of this organization shall be President, Vice President, Secretary and Treasurer. Terms shall be for one year beginning on July first. The President and Vice-President may serve for no more than two consecutive years in one office or for more than a total of four years as an officer.

Section 2.

The President and Vice President shall be nominated by a motion and second at the March meeting of the organization. Any individual member, in good standing, may stand for election. A member must consent to serve before the executive board may accept a nomination.

Section 3.

The President and Vice President shall be elected by a majority vote of those individual members present and voting at the June meeting of the organization.

Section 4.

The privilege of holding office, introducing motions, debating and voting shall be limited to members, in good standing, of the organization.

Section 5.

A vacancy in the office of Vice President shall be filled by a majority vote of the remaining officers until the next regular election.

Section 6.

In the event of a vacancy in the office of President, the Vice President shall assume office.

ARTICLE V – EXECUTIVE BOARD

Section 1.

The executive board will consist of the four officers. The executive board will serve as the governing body of the organization.

Section 2.

The President will serve as the chairperson of the executive board. The President shall preside at meetings of the Organization.

Section 3.

The Vice President shall serve as chairperson in the absence of the President. The Vice President shall be responsible for the promotion of memberships.

Section 4.

The library director, or their designee, shall serve as Secretary and keep the minutes of the organization, conduct all official organizational correspondence, sign all contracts, be the organizational spokesperson and record all memberships.

Section 5.

A library board of trustee member shall serve as the Treasurer. The Treasurer shall keep an accurate record of all of the organizations receipts and expenditures. The Treasurer shall present a financial statement at every regular meeting of the organization.

The Treasurer's accounts shall be examined annually by an auditing committee consisting of three members: one appointed by the executive board, one appointed by the library director and one appointed by the library's board of trustees. The auditing committee will submit an annual report at the organization's September meeting.

ARTICLE VI – COMMITTEES

Section 1.

The President may form committees and appoint members of the organization, in good standing, to serve on them.

Section 2.

The library director, or his/her appointee, shall serve as an ex-officio member of all committees.

Section 3.

All committees shall automatically dissolve annually on June thirtieth.

ARTICLE VI – MEETINGS

Section 1.

The organization will have four regularly scheduled meetings each year. These will be held in March, June, September and December. Meetings shall be open to all members in good standing.

Section 2.

Additional meetings may be scheduled as recommended by the executive board provided that written notice is posted at the Hauppauge Public Library at least five days in advance of the meeting.

Section 3.

Six voting members of the organization shall constitute a quorum.

Section 4.

All meetings shall be held at the Hauppauge Public Library.

ARTICLE VII – FUNDS AND LIABILITIES

Section 1.

All purchases made for the library shall be subject to the prior written approval of the library director and in accordance with the policies of the library.

Section 2.

All contracts must be signed by the library director.

Section 3.

No personal liability shall in any event attach to any member of this organization, The Friends of the Arts @ the Hauppauge Public Library, in connection with any of its undertakings. All liabilities shall be limited to its common funds and assets. Neither the Executive Board nor the officers shall have any authority to borrow money in the name, or on behalf of this organization. No member of the Executive Board, and no officer of this organization shall act as - or be deemed to be - an agent of the members of this organization, or have authority to incur any obligation in excess of the amounts allotted by the Executive Board for the specific purpose. No contract shall, in any event, be entered into, and no obligation shall be otherwise incurred beyond the amount on hand, or in the bank after deducting there from, or providing for, the total of all unpaid accounts and unpaid obligations and liabilities, or providing for the total of all unpaid accounts and unpaid obligations and liabilities.

ARTICLE VII – AMENDMENTS

Section 1.

These Bylaws may be amended at any regular meeting of the organization by a three-fourths vote of the Executive Board, provided that notice of the proposed amendment has been made available in written display at the Hauppauge Public Library at least two weeks before said meeting.

ARTILCLE VIII – PARLIMENTARY AUTHORITY

Section 1.

All meetings shall be conducted in accordance to the current edition of Robert's Rules of Order, except as such Rules may be in conflict with these Bylaws.

09/13/05