

# **FRIENDS OF THE MEAFORD LIBRARY CONSTITUTION**

The Friends of the Meaford Library, hereinafter called the Friends, is a benevolent, voluntary and charitable association. The business of the Friends shall be carried on without purpose of gain for its members. Any profits or other accretions to the Friends shall be used only to promote its aims and objectives.

## **Aims and Objectives of the Friends**

The aims of the Friends shall be to:

enhance and support the extension and improvement of the services and resources of the Meaford Public Library,

foster public support for the Library and its development,

promote and increase community awareness of the Library,

encourage donations and bequests

## **Methods of Action**

The Friends may undertake all manner of lawful activities to raise funds or to obtain materials in support of the Library. The Friends may also undertake activities that afford the membership opportunities to broaden their knowledge in the context of Library activities, including networking with Friends groups for other libraries.

The Executive Committee of the Friends may disburse any or all net revenues, materials or the proceeds or interest thereon to the Library on the condition that these materials or funds are acceptable to the Library and that they are considered by the Library Board and the Municipal Council to be in addition to and in no way in diminution of the regular budgeted funds provided by the municipality or the province.

## **Membership**

All individuals and organizations interested in the purpose of this organization shall be eligible for membership upon payment of dues. Each individual member shall be entitled to one vote.

Any person who has performed distinguished community service may, on the recommendation of the Executive Committee, be elected by the organization as an Honorary Member without dues.

## **Governance of Association**

The officers of the association consisting of President, Vice-President, Secretary and Treasurer shall be elected biennially at the Annual General Meeting, normally held in June. Additional members of the Executive Committee will be comprised of the Chairs of approved committees and designated members-at-large appointed by the Executive Committee.

A Nominating Committee shall prepare a slate for the positions to be filled on the Executive Committee. The nominations shall be submitted in writing and posted in the Library two weeks prior to the Annual General Meeting. Additional nominations may be made from the floor with the consent of the nominees.

Officers shall assume their official duties immediately at the annual meeting and shall serve for a term of two years. A person shall not be eligible to serve more than two consecutive terms in the same office.

If an Executive Committee member does not, or cannot complete his/her term, the Executive Committee shall appoint someone to fill the vacancy for the un-expired term.

The Chair or delegate of the Meaford Public Library Board shall be invited to attend regular and executive meetings of the Friends and is a non-voting member of the Executive of the Friends of the Library.

Meetings of the Friends are public except when, as determined by the Executive Committee, items of a confidential personal nature may have to be discussed in camera.

### **Trust Funds**

The Friends may invest and manage funds arising from revenues collected. The interest on such funds will normally be distributed as part of the ongoing Library support program.

### **Financial Responsibilities**

The Executive Committee, shall decide at the end of the fiscal year, May 31 whether to conduct a full audit engagement, a review engagement or a compilation.

No member of this association shall be held personally liable financially in connection with any of its undertakings.

The association's liabilities shall be limited to its common funds and assets.

Neither the Executive Committee nor the Officers shall have any authority to borrow money or to incur any indebtedness or liability other than current expenses, in the name of or on behalf of the organization.

No contract shall be entered into and no obligation shall be incurred beyond the amount on hand or in the bank after deducting from, or providing for, the total of all unpaid accounts and unpaid obligations and liabilities.

Financial signing authorities on behalf of the Friends shall be limited to the President of the Friends, the Secretary of the Friends and the Treasurer of the Friends. All transactions or payments must be ratified by at least two of the three signing authorities.

### **Amendment of the Constitution**

Amendments to the Constitution must be duly moved and seconded by members of the Friends of the

Meaford Library in good standing, must be published at least 30 days prior to the meeting at which the vote will be held, and must be carried by a two thirds majority of the members present. The amendment to the Constitution must be ratified by a 2/3 majority of those voting members present at the Annual General Meeting.

**Dissolution of the Friends**

Should the Friends decide to dissolve itself, the net proceeds and net capital of any investment funds and any other monies or materials on deposit shall be disbursed to the Meaford Public Library within one year.

**Dissolution of the Public Library**

Should the Meaford Public Library be dissolved or cease to operate, the net proceeds and net capital of any investment funds and any other monies or materials on deposit shall be disbursed to the Municipality of Meaford or any other charitable community organization(s) as approved by the Executive Committee and ratified by the Members at a Special Meeting within one year.

Revisions approved at the Friends of the Meaford Library, Annual General Meeting, June 28, 2018

President \_\_\_\_\_  
Peter Bantock

Secretary \_\_\_\_\_  
Leslie Ransom