

FRIENDS OF THE CHESTNUT HILL BRANCH OF THE FREE LIBRARY OF
PHILADELPHIA CONSTITUTION

ARTICLE I

Name

The name of this organization shall be the Friends of the Chestnut Hill Branch of the Free Library of Philadelphia.

ARTICLE II

Purpose

The Friends of the Chestnut Hill Branch of the Free Library of Philadelphia shall be a voluntary, non-profit organization of persons whose purpose it is to help promote and provide for fuller utilization of all physical and cultural facilities of the Chestnut Hill Branch of the Free Library of Philadelphia.

Section 1. The goals of the organization shall be:

1. To promote knowledge of the resources, services, needs and values of the library.
2. To secure the support of the community in augmenting services not provided for in the City Budget.
3. To stimulate gifts of books, magazines, collections, endowments and bequests.
4. To provide more cultural activities for our community.
5. To support the budget request of the Free Library of Philadelphia and any desirable legislation.

Section 2. Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

Section 3. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its Members, trustees, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in this paragraph. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal income tax under Section 561(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

Section 4. Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of Section 301(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code or local government, for a public purpose.

ARTICLE III

Membership

Section 1. Membership in this association shall be open to all individuals and organizations interested in the purpose of this group.

Section 2. Each dues-paying member shall be entitled to one vote.

ARTICLE IV

Governing Body

Section 1. The governing body of this association shall be the Executive Board consisting of the officers, four Members-at-Large, the two immediate Past Presidents, the Chairmen or Co-Chairmen of the Standing Committees and ex-officio, the Librarian.

ARTICLE V

Officers & Members-at-Large

Section 1. The officers of this organization shall be a President, Vice President, Treasurer, Recording Secretary and Corresponding Secretary.

Section 2. Officers and Members-at-Large shall be nominated by the Executive Board at least one month before the annual membership meeting. Nominations shall be submitted in writing to the membership with the consent of the nominees at least three weeks prior to the annual meeting. Additional nominations by the membership may be made in writing with the consent of the nominees. These nominations must be received by the Recording Secretary at least five days before the meeting.

Section 3. Officers and Members-at-Large shall be elected by a majority vote of those present at the annual meeting. The offices of President, Treasurer, Recording Secretary and two Members-at-Large shall be filled at annual meetings held in odd numbered years; the offices of Vice President, Corresponding Secretary and the remaining two Members-at-Large shall be filled at annual meetings held in even numbered years.

Section 4. Officers and Members-at-Large shall be elected for two year terms.

Section 5. Should any officer or Member-at-Large be unable to complete his term of office, the Executive board shall appoint a successor to serve until the next annual meeting.

ARTICLE VI

Duties of Officers

Section 1. President: To preside over and conduct meetings, to appoint all committees, except as limited herein, and to be ex-officio a member of the committees.

Section 2. Vice President: To perform the duties of the President in the absence of the President and to assist the President as requested.

Section 3. Treasurer: To keep and maintain the financial records of the organization and to cooperate with the Director and Budget Officer of the Free Library of Philadelphia with respect to the solicitation and receipt of dues, contributions and gifts.

Section 4. Recording Secretary: To record attendance at all meetings and to take minutes of all meetings.

Section 5. Corresponding Secretary: To keep a list of the membership; to notify the Friends and Executive Board of the time and place of meetings; and to conduct the correspondence of the organization.

Section 6. Members-at-Large: Shall be assigned such duties as the President determines, subject to the approval of the Executive Board.

ARTICLE VII

Standing Committees

Section 1. The standing committees shall be Membership, Programs, Hospitality, Book Sale, Gardens and Public Relations. Other committees may be created by the President with the approval of the Executive Board.

Section 2. Chairmen or Co-Chairmen of the committees shall be appointed annually by the President with the approval of the Executive Board.

ARTICLE VIII

Meetings

Section 1. An annual meeting of the-membership shall be held on a date to be determined by the Executive Board. Members shall be notified in writing at least three weeks prior to the date of the meetings.

Section 2. A special meeting of the membership may be called at any time by the Executive Board, with written notice of its purpose being mailed to the membership at least three weeks in advance.

Section 3. Meetings of the Executive Board shall be held at least three times a year. Special meetings may be called by the President. A majority of the Executive Board shall constitute a quorum.

ARTICLE IX

Dues

Section 1. Dues shall be payable annually. The amount of the dues shall be determined by the Executive Board.

ARTICLE X

Amendments

Section 1. Amendments to this Constitution may be made at any meeting of the membership by a two-thirds vote of the members present, after notification to each member at least three weeks before the meeting at which voting is to take place.

ARTICLE XI

Parliamentary Procedure

Section 1. Robert's Rules of Order, revised, when not in conflict with this Constitution, shall govern the proceeding of the organization.

Adopted May 11, 1972

1st Revision Adopted April 8, 1976

2nd Revision Adopted October 31, 1983

3rd Revision Adopted May 2, 1993

4th Revision Adopted May 25, 2010