

BYLAWS OF THE FRIENDS OF THE
CASCADE PARK COMMUNITY LIBRARY

ARTICLE 1
Name, Affiliation

The name of this organization is "Friends of the Cascade Park Community Library". This organization is affiliated with the Fort Vancouver Regional Library Foundation, a tax-exempt, non-profit corporation registered with the State of Washington RCW 24.03. The Foundation operates for charitable purposes under Section 501(c)(3) of the Internal Revenue Code.

ARTICLE II
Purpose

The Friends support library programs, the book store, activities and fund-raising events. The purpose is to promote a positive relationship between the community and the library. In addition, the Friends provide funds to help support various library projects and programs.

ARTICLE III
Membership

Section 1. Any individual who is in agreement with the purpose of this organization is eligible for membership upon payment of dues. Voting privileges commence at the meeting upon the receipt of dues.

Section 2. Annual dues amounts are established at least two meetings prior to the end of each fiscal year.

Section 3. Annual dues are due and payable by August 15. Non-payment of dues will result in the withdrawal of voting privileges.

ARTICLE IV
Meetings

Section 1. The meetings of this organization will be held the third week of each month except for December in which no meeting takes place. Officers may reschedule meetings at their discretion. Notice of each meeting will be publicized through appropriate channels at least 48 hours prior to the meeting.

Section 2. Committee meetings may be convened by any Officer of the organization, or may be arranged upon written request to the President.

Section 3. A quorum to conduct meetings and take action consists of the members present and at least two Officers.

ARTICLE V
Officers

Section 1. Officers will consist of President, Vice-President, Treasurer and Secretary. The terms of office are one year, beginning October 1, and are renewable without a maximum limit.

Section 2. The President will appoint a Nominating Committee at the August meeting. The Nominating Committee will present a slate of candidates to be voted on at the September meeting. Nominations may also be made from the floor, provided nominees have given prior consent. The Nominating Committee may choose to nominate

two individuals to share a position.

Section 3. Officers of the organization will be elected by a majority of the members present at the September meeting.

Section 4. In the event of a vacancy in any office, the vacancy will be filled by direction of the remaining Officers. The appointee(s) will complete the term of the resigning Officer(s).

ARTICLE VI

Duties of Officers

Section 1. President: Supervises all activities of the organization, presides over and conducts all meetings, calls committee meetings as necessary, appoints committee chairpersons, serves as ex-officio voting member of all committees, has authority to unilaterally spend up to \$100.00 in support of the organization and reports such expenditures at the next meeting.

Section 2. Vice-President: Performs the duties of President in the President's absence, sends out renewal notices by e-mail, chairs the Membership Committee, welcomes new members, performs other duties assigned by the President.

Section 3. Treasurer: Is responsible for the collection, safekeeping, and expenditure of all funds, securities, and property of the organization; is responsible for all financial interactions with the Foundation; maintains bank accounts and other depositories designated by the Officers; keeps and maintains the financial records of all business transactions; prepares and presents a monthly Treasurer's Report; prepares annual audit report for the Fort Vancouver Regional Library Foundation for the fiscal year beginning July 1 and ending June 30 (which includes meeting minutes and copies of all transactions); presents a summary of that yearly report during the next regular meeting.

Note: All checks over \$1000 require signatures of the Treasurer plus one other Officer (President, Vice President or Secretary).

Section 4. Secretary: Records and presents minutes, including attendance, of all meetings.

Section 5. Except to the extent specified in the bylaws, no officer of this organization will act as agent for or otherwise bind this organization in any way whatsoever. No member or group of members nor any person or persons will have the power to act on behalf of or otherwise bind this organization except to the extent specifically authorized in writing by the President and two other Officers of this organization, or by resolution presented, voted on and passed at a regular meeting of the membership.

ARTICLE VII

Miscellaneous

Section 1. The Board of Officers will appoint a Bookstore Manager. Position to be reviewed annually.

Section 2. The President will appoint ad hoc committees as needed or upon the request of at least two Officers.

ARTICLE VIII

Amendment of Bylaws

These bylaws may be amended or revised at any regular meeting of the organization

by a vote of the majority of those present and entitled to vote, provided that the amendment or revision has been submitted in writing and/or sent via email to the membership for review prior to the monthly meeting. (eg. Bylaws amendments and/or revisions may be submitted as attachments to the monthly meeting email reminders.)

ARTICLE IX Dissolution

Section 1. Dissolution of this organization requires a vote of two-thirds of the members present at a monthly meeting. A vote for dissolution requires discussion as an agenda item at two consecutive monthly meetings.

Section 2. Upon dissolution, all assets of the organization will become the property of the Foundation, for the benefit of the Cascade Park Community Library, Vancouver, Washington.

Revised/updated, to be voted on and accepted on October 20th, 2022.