

**Constitution
of
Friends of the Carson City Library**

- Article I Name:
The name of the organization shall be Friends of the Carson City Library.
- Article II Mission:
The mission of the Friends of the Carson City Library is to promote and support the purposes and activities of the Library in its community.
- Article III Membership:
Section A: Membership eligibility shall be defined in the Friends of the Carson City Library (herein after referred to as "Friends") By-Laws.
Section B: Membership levels and dues are to be as defined in the Friends' By-Laws.
Section C: Honorary memberships may be conferred as defined in the Friends' By-Laws.
Section D: Each current member shall be entitled to one (1) vote at any Friends' membership general meeting.
Section E: The membership year shall be defined in the Friends' By-Laws.
- Article IV: Executive Committee:
The Executive Committee shall consist of the duly elected officers. Officers of the Friends shall be current members of the organization elected at the Friends' Annual Meeting for terms of office as set forth in the By-Laws: President, Vice President, Secretary and Treasurer. The Executive Committee shall be members of the Friends' Board of Directors. The Executive Committee's duties shall be carried out in accordance with the Friends' By-Laws. The President and Vice President shall be voting members on any of the organization's committees.
- Article V: Board of Directors:
Section A: The Board of Directors shall serve as the governing body of the Friends and shall meet at the call of the President. Direction of the Friends' affairs shall rest with its Board of Directors.
Section B: The members of the Friends' Board of Directors shall consist of the Officers (Article IV), the Immediate Past President, Chairs of Standing Committees and members at large. Duration of Board members' terms as well as their duties and responsibilities are set forth in the By-Laws.

Article VI: Elections

The Friends' shall conduct elections for the Executive Committee as per the organization's By-Laws.

Article VII: Resignation/removal of Elected Officers and Appointed Board Members

Actions required for the resignation or removal of any Friend's Executive Committee or appointed member(s) of the Board of Directors shall be described in the organization's By-Laws.

Article VIII: Meetings

Section A: Meetings of the Friends shall be held in accordance with the organization's By-Laws.

Section B: Special meetings may be called at the pleasure of the Executive Committee.

Section C: Holders of active Friends' memberships present at a duly called annual or specially called meeting shall constitute a quorum.

Section D: Elected and Appointed Board members present at a scheduled or special Board meeting shall constitute a quorum. At least six (6) elected and appointed voting members at any scheduled or specially called Board Meeting shall constitute a quorum.

Article IX: Committees

Standing Friends' committees shall be appointed by the Executive Committee. Terms served are at the pleasure of the Executive Committee. Ad Hoc committees may be appointed by the Board of Directors and serve until the committee's duties are completed or until such time as they are dissolved by the Board of Directors.

Article X: Funds

All funds of this organization shall be deposited in a duly recognized and insured financial institution (or institutions) to the account(s) of the Friends of the Carson City Library.

All funds of this organization shall be deposited in nationally recognized and FDIC or SIPC insured financial services institutions to the account(s) of the Friends of the Carson City Library.

All funds of the organization shall be disbursed by the Friends' Treasurer following authorization to expend in the current year's approved budget or by a special vote of the Board of Directors. Guidelines regarding acquisition, disbursement and investment of Friends' funds is defined in the organization's By-Laws.

Article XI: Rules of Organization and Operation

Rules of organization and operation are set forth in the Friends' By-Laws and include but are not limited to budgeting guidelines and duties of the organization's Board of Directors. They may be changed, as necessary, by the organization's Board of Directors.

Article XII: Parliamentary Authority

Robert's Rules of Order (latest revision) shall apply on all questions of procedure and parliamentary law not specified in these Articles or the Friends' By-Laws.

Article XIII: Amendments

These Articles shall be reviewed at least annually. Any amendments recommended by members of the Documents and By-Laws Committee shall be presented to the membership at the Annual Meeting or posted in the members' newsletter allowing 2 months for any review and response. Passage of all Articles' amendments will require a three-fourths (3/4) affirmative vote by the current members present at the Annual Meeting.

Adopted on January 12, 2019 by General Membership attending Friends of Carson City Library's Annual Meeting.

Signed: _____
President

Attested: _____
Recording Secretary

Draft copy: Nov. 12, 2018