

**The Friends of the Lawton Public Library, Inc.
Board Bylaws**

Article I: Name

Section 1: The name of this organization shall be the Friends of the Lawton Public Library, Inc.

Article II: Purpose

Section 1: The purpose of this organization shall be to maintain an association of persons interested in libraries; to focus public attention on the library; to stimulate the use of the library's resources and services; to receive and encourage gifts, grants, endowments and bequests to the library; to support and cooperate with the library in developing services and facilities for the community; and to support the freedom to read as expressed in the American Library Association's Bill of Rights.

Section 2: No part of the net earnings or income of the organization shall benefit or be distributable to its members, directors, 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 distribution in furtherance of the purposes set for in Section 1 hereof. 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 a corporation or organization exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law) or (b) by a corporation, or 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).

Article III: Membership

Section 1: Membership in this organization shall be open to all individuals, organizations, businesses, and clubs in sympathy with its purposes.

Section 2: Each individual member, including the official representatives of member organizations, businesses, and clubs, shall be entitled to one vote.

Section 3: The fiscal year of this association shall be from January 1 of any year through December 31 of that same year.

Article IV: Officers

Section 1: The officers of this organization shall be a president, vice-president, treasurer, and secretary.

Section 2: The executive board shall appoint a nominating committee at least one month prior to the annual election of officers. Nominations shall be submitted to the membership with the consent of the nominees at that meeting. Additional nominations may be made from the floor, with the consent of the nominee.

Section 3: Officers shall be elected by majority vote of those present at the annual election of officers for the term of three years.

Section 4: Officers shall be elected at the final meeting of the fiscal year and take office at the next meeting.

Article V: Duties of Officers

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

Section 2: Vice-President: To perform duties of the president in the absence of the president and to serve as program chairman.

Section 3: Treasurer: To collect, disburse and account for monies received, including membership fees, gifts, grants, endowments, and bequests. An annual review shall be conducted by a committee appointed by the Executive Board.

Section 4: Secretary: To record attendance at all meetings, to take the minutes of all meetings, to keep a list of the membership together with their addresses, to maintain a list of standing committees and their chairmen, and to conduct the correspondence of the organization.

Article VI: Executive Board

Section 1: The Executive Board shall consist of the officers of the organization, the immediate past president, and the chairmen of all standing committees. The Library Director shall serve as an ex-officio member of the Executive Board.

Section 2: The Executive Board shall have the authority to create committees consistent with the purposes of this organization.

Section 3: Meetings of the Executive Board shall be held quarterly. Special meetings may be called by the President.

Section 4: A majority of the Executive Board shall constitute a quorum.

Article VII: Meetings

Section 1: Quarterly meetings of the membership shall be held at places and times to be determined by the Executive Board.

Section 2: A special meeting of this organization may be called at any time by the Executive Board.

Section 3: A quorum shall consist of the majority of members present and voting.

Article VIII: Dues

Section 1: Dues shall be paid yearly to the Treasurer and shall become due at the first meeting of the fiscal year. The classes of dues and amounts of dues shall be determined by the membership.

Article IX: Amendments

Section 1: Amendments to this constitution and bylaws may be made at any meeting of the general membership by a two-thirds vote of those present, after notification to the membership at least two weeks before the voting is to take place. Posting at the Lawton Public Library shall be deemed proper notification of proposed amendments.

Article X: Parliamentary Procedure

Section 1: *Robert's Rules of Order Revised*, when not in conflict with this constitution, shall govern the proceedings of this organization.

Article XI: Lawton Adult Literacy Center

Section 1: The Friends of the Lawton Public Library, Inc. Executive Board is the governing agency of the Lawton Adult Literacy Center. The Executive Board will oversee the management of the Center including financial, reporting, and policy oversight.

Article XII: Dissolution

Section 1: Upon the dissolution of the organization, the Executive Board shall, after paying or making provisions for the payment of all of the liabilities of the organization, dispose of all of the assets of the organization exclusively for the benefit of the Lawton Public Library, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue Law) as the Executive Board shall determine.