

**BY-LAWS OF THE FRIENDS OF THE LIBRARY  
THOMAS ST. ANGELO PUBLIC LIBRARY OF CUMBERLAND, WI**

**Article I        NAME**

The name of this organization is Friends of the Library of the Thomas St. Angelo Public Library of Cumberland (TSAPLC).

**Article II        ADDRESS**

The principal address of this organization is Cumberland, Barron County, Wisconsin. The address of this organization is: Friends of the Library of TSAPLC, P. O. Box 97, Cumberland, WI 54829.

**Article III       PURPOSE**

The purposes of this organization are the following:

1. Encourage closer relations between the Cumberland community and the library.
2. Promote the use of the library by all segments of the Cumberland community.
3. Enrich the resources and facilities of the TSAPLC.
4. Establish a volunteer program to assist the library in meeting the needs of the community.

**Article IV       MEMBERSHIP**

1. Membership in this organization is open to all individuals in agreement with its purposes. Complimentary non-voting annual membership is available for Library employees and Board of Trustee members.
2. Each adult member shall be entitled to one vote on each matter submitted to a vote of the members.
3. Membership categories include the following:
  - a. Youth to age 18
  - b. Adult
  - c. Family
  - d. Life
4. Membership in this organization is not transferable or assignable.

**Article V        DUES**

Annual dues will be paid to cover the fiscal year from July 1 to June 30.

- a. Youth to age 18
- b. Adult
- c. Family

Life Time Dues

- a. Single Life
- b. Family Life

**Article VI       MEETINGS**

1. The full membership shall meet on the third Thursday of each month unless otherwise noted to transact business in person or virtually. In cases where a monthly meeting is canceled, the secretary shall notify members via email, post a notice at the library and the TSAPLC website. <https://cumberlandpl.org/friends-of-the-library/>
2. The meeting place shall be any place within the City of Cumberland or immediately surrounding area as designated by the officers. If no designation is made the meeting place shall be the TSAPLC.

3. Notice of meetings shall be via email, the TSAPLC website, and the TSAPLC Newsletter (electronically or via United States Postal Service). <https://cumberlandpl.org/friends-of-the-library/> The purpose of the meeting shall be stated in the notice.
4. A quorum must be reached to conduct any business. A quorum is constituted as one officer and five members ~~participating~~.
5. Special meetings may be called by an officer or set by six or more voting members. Persons calling the meeting shall fix the place and time for holding such meeting.
6. The Annual Meeting shall be the third Thursday of July starting with the year 2008.
7. Meetings shall be conducted according to Robert's Rules of Order.

## **Article VII OFFICERS**

1. **Officers:** The officers of this organization shall be president, vice-president, secretary and treasurer. Board of Trustee members and library employees are not eligible to serve as officers.
2. **Terms:** The president and treasurer shall be elected in odd years and the vice president and secretary elected in even years for terms of two years.
3. **Elections:** Election ballots will be sent to all members electronically.
4. **Officer Vacancies:** Any officer vacancies that might arise shall be voted on at the next meeting of the Friends with a vote of the membership. The person elected to fill the vacancy shall be elected for the unexpired portion of the term of office.
5. **President:** The president shall be the principal appointed executive officer of the organization and shall preside at all meetings, shall in general supervise and control all of the business and affairs of the organization, may sign, with the treasurer, any documents to be executed, and in general perform all duties incident to the office.
  - a. **Other Responsibilities:**
    - i. **Nominating Committee:** A nominating committee shall be appointed by the president three months prior to the Annual Meeting. The nominating committee shall present the slate of officers at the Annual Meeting. Additional nominations may be made from the floor at that time.
    - ii. **Audit Committee:** The books shall be audited annually before the July Annual Meeting by a 3-member auditing committee to be appointed by the president.
6. **Vice President:** The vice-president shall, in the absence of the president, perform the duties of the president.
7. **Secretary:** The secretary shall maintain the organization's books and records, may sign checks with the treasurer, and shall prepare and distribute minutes, meeting notices, and in general perform the duties incident to the office.
8. **Treasurer:** The treasurer shall be responsible for and have charge and custody of all funds and securities of the organization, shall receive and give receipts for money due and payable to the organization from any source whatever, shall deposit all such monies in the name of the organization in the bank, shall present a financial report at monthly meetings, and in general perform all of the duties incident to the office.
9. **Executive Committee:** An executive committee consisting of the officers shall be able to approve expenditures that need immediate action prior to the next scheduled meeting of the Friends and call special meetings.
10. **Compensation:** Officers shall receive no compensation for their services.

## **Article VIII AMENDMENTS TO BY-LAWS**

Adoptions, amendments or repeals of any or all of the by-laws of this organization shall be made at any meeting of the general membership by 2/3 vote of those present. The adoption, amendment or repeal shall be proposed at one meeting and voted on at the

next. Notification of adoption, amendment or repeal shall be made to members prior to the meeting at which voting is taking place.

**Article IX**

**DISBANDMENT**


If the membership votes to disband, fold, or discontinue to meet, all money in the treasury shall be given to the TSAPLC.

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Adopted	July 10, 2008
Revised	May 16, 2013
Revised	September 22, 2016
Revised	May 20, 2021
Revised	March 17, 2022

Revisions approved on March 17, 2022  
Date

SIGNATURE HERE   
President - Friends of the Thomas St. Angelo Public Library of Cumberland