

Bylaws  
Friends of Three Creeks Community Library  
April 25th, 2019

**ARTICLE I  
NAME AND PURPOSE**

SECTION 1

Name: The name of this organization shall be the Friends of Three Creeks Community Library. (FO3CL) This organization shall be affiliated with the Fort Vancouver Regional Library (FVRL) Foundation. FVRL Foundation, a 501(c)(3), a public charity, is registered as a not-for-profit corporation in the State of Washington. The Friends of Three Creeks Community Library conducts business under the FVRL Foundation Internal Revenue Service identification number (91-1456753).

SECTION 2

Purpose: The purpose of the organization shall be to provide leadership and volunteers in support of the services and resources of Three Creeks Community Library. The Friends will sponsor programs, activities, and fund raising events, including used book sales, to create interest in the library and promote a positive relationship between the community and the library, and to provide additional funds for books and/or equipment for the library.

**ARTICLE II  
MEMBERSHIP AND MEETINGS**

SECTION 1

Membership: Membership shall be open to all individuals in agreement with the purpose of this organization, without restrictions, other than payment of annual dues.

SECTION 2

Voting: Each member shall be entitled to one vote as long as he/she is current in payment of dues.

SECTION 3

Regular Meetings: Regular meetings of the membership shall be held at least quarterly on a date agreed upon by the Friends with a provision that additional meetings can be held as needed. Notice of said meetings shall be publicized through appropriate channels.

SECTION 4

Special Meetings: Special meetings of the membership may be called at any time by the officers, provided the general membership is notified in advance.

#### SECTION 5

Annual Meetings: The organization shall hold an annual meeting at such time as may be determined by the officers in which officers shall be elected by a majority vote of the members in attendance.

#### SECTION 6

Quorum: At any meeting of the membership, any number of members present shall constitute a quorum.

### **ARTICLE III OFFICERS**

#### SECTION 1

Officers: The officers of the organization shall be President, Vice President, Secretary, and Treasurer; to be elected by a majority vote of the membership at the annual meeting, with term of office to be one year. The term of office will be renewable without a maximum limit. See Article IV for duties of officers.

#### SECTION 2

Vacancies: In the event of a vacancy in any office the vacancy shall be filled by a vote of a majority of the other officers. The new officer shall complete the unexpired term of the vacant office.

### **ARTICLE IV DUTIES OF OFFICERS**

#### SECTION 1

President: Shall supervise all activities of the organization; shall execute all instruments in its behalf; preside at all meetings of the officers and of the membership; call such meetings of both as shall be deemed necessary; shall appoint committee chairpersons; and, perform other duties inherent in such office.

#### SECTION 2

Vice President: Shall act for the President in his/her absence and perform such other acts as the President may direct.

#### SECTION 3

Secretary: Shall take minutes of all meetings of the organization; take care of all correspondence; and perform such other acts as the President may direct.

#### SECTION 4

Treasurer: Shall receive and be accountable for all funds; pay all obligations incurred by the organization when payment is directed by the officers; maintain bank accounts and depositories designated by the officers; provide periodic financial reports; submit an annual financial report to the FVRL Foundation for the fiscal year, July 1 through June 30; and participate in an audit of the books annually.

### **ARTICLE V AMENDMENTS**

These bylaws may be amended by a majority vote of the members present at a regular or special meeting, provided the members are notified in advance.

**Dissolution:** Announcement of intention to dissolve the organization must be made by the board of officers at a regular meeting and distributed through appropriate channels to the membership. Notice of the meeting to vote on dissolution must be given to the membership at least 60 days prior to the vote. A vote to dissolve the organization shall require a vote of two-thirds of the members present at the meeting.

Should the organization be dissolved, either voluntarily or involuntarily, it shall be liquidated in accordance with all applicable laws of the State of Washington, and after all debts, obligations and liabilities of the Friends of Three Creeks Community Library have been paid, satisfied, and discharged and all the money and property constituting the residual assets of the Friends of Three Creeks Community Library shall be transferred and delivered to the Fort Vancouver Regional Library Foundation.