

By-Laws
Friends of the Pembroke Public Library (ON)

Article 1	<p><u>Membership:</u></p> <ol style="list-style-type: none">1. Categories<ol style="list-style-type: none">a. There shall be one category of membership in the Friends of the Pembroke Public Library (ON). Others may be added at the discretion of the Executive Committee.2. Conduct<ol style="list-style-type: none">a. The Executive Committee may, by a majority vote, expel or suspend any member whose conduct has been determined to be improper, or who willfully commits a breach of the Constitution or By-Laws of the Association. No member shall be expelled or suspended without being notified of a complaint against him/her and without first having been given an opportunity to be heard.3. Membership Rights<ol style="list-style-type: none">a. The Secretary will provide the membership list to the Executive Committee as needed and will provide a membership report at the Annual General Meeting.b. Each registered member is entitled to one vote at the Annual General Meeting.4. Resignation<ol style="list-style-type: none">a. Any member of the Executive Committee wishing to resign must file a written resignation with the Secretary.
Article 2	<p><u>Dues:</u></p> <ol style="list-style-type: none">1. Membership dues shall be set by the Executive Committee at each Annual General Meeting.
Article 3	<p><u>Meetings:</u></p> <ol style="list-style-type: none">1) Annual General Meeting<ol style="list-style-type: none">a) The Annual General Meeting shall be held in November of each year.b) The purpose of the meeting will be to:<ol style="list-style-type: none">i) Receive the annual reportsii) Elect/confirm such Executive Committee members as required.iii) Accept the financial report and approve the proposed budget for the following year.

	<ul style="list-style-type: none"> iv) Transact any other business properly brought before the meeting. c) The Agenda shall include, but not be limited to, the following: <ul style="list-style-type: none"> i) Minutes of the previous Annual General Meeting; ii) Business arising from the previous Annual General Meeting; iii) Chair's report; iv) Secretary's report, which will include the membership report; v) Treasurer's report, which will include the financial report and the following year's proposed budget; vi) Election/confirmation of the Executive; vii) Other business d) Quorum <ul style="list-style-type: none"> i) Members of the Association in attendance at the Annual General Meeting shall constitute a quorum. e) Notice of Meetings <ul style="list-style-type: none"> i) Official notice of the time and place of the Annual General Meeting shall be given via the website and by email 30 days prior to the meeting. 2) Interim Meetings of the Membership <ul style="list-style-type: none"> a) Meetings of the membership may be called from time to time at the discretion of the Executive Committee 3) Executive Committee Meetings <ul style="list-style-type: none"> a) Meetings of the Executive Committee will take place on an as-needed basis. <ul style="list-style-type: none"> i) The Agenda shall include, but not be limited to, the following: <ul style="list-style-type: none"> (1) Minutes of the previous Executive Committee Meeting; (2) Business arising from the previous Executive Committee Meeting; (3) Chair's report; (4) Secretary's report, which will include the membership report; (5) Treasurer's report, which will include the financial report (6) Other business
Article 4	<p><u>Duties of Executive Committee Members:</u></p> <ul style="list-style-type: none"> 1) Chair <ul style="list-style-type: none"> a) The Chair shall preside at the Annual General Meeting and all Executive Committee meetings, be responsible for the overall operation of the Association, and prepare and present an

	<hr/> <p>Signature</p>	<hr/> <p>Date</p>
	<p>Krystyna Roy</p>	<p>Secretary</p>
	<hr/> <p>Name (print)</p>	<hr/> <p>FPPLON Title</p>
	<hr/> <p>Signature</p>	<hr/> <p>Date</p>
	<p>Jennifer Cross</p>	<p>Treasurer</p>
	<hr/> <p>Name (print)</p>	<hr/> <p>FPPLON Title</p>
	<hr/> <p>Signature</p>	<hr/> <p>Date</p>