

Constitution

Friends of the Pembroke Public Library (ON)

Article 1	<p><u>Name:</u> The name of this association will be: Friends of the Pembroke Public Library (ON)</p>
Article 2	<p><u>Definitions:</u> the Friends: refers to Friends of the Pembroke Public Library (ON) the Executive Committee: refers to the Executive Committee of the Friends of the Pembroke Public Library (ON) the CEO: refers to the CEO of the Pembroke Public Library the Library Staff: refers to the Staff of the Pembroke Public Library the Library Board: refers to the Pembroke Public Library Board</p>
Article 3	<p><u>Mission Statement:</u> The Friends of the Pembroke Public Library (ON) supports the Pembroke Public Library by fundraising, promoting Library services, volunteering at the Library when required, and by advocating for the Library where needed.</p>
Article 4	<p><u>Membership:</u> Membership is open to any persons or organizations that support the purposes of the association.</p>
Article 5	<p><u>Governance Structure:</u></p> <ol style="list-style-type: none"> a) An Executive Committee will govern the association. It shall be elected, appointed, or confirmed by the membership during the Annual General Meeting. b) The Executive Committee will consist of the three Executive Members (Directors): <ol style="list-style-type: none"> a. Chair b. Secretary c. Treasurer c) Directorships will be offered to the Library CEO or their representative and to the Library Board. These representatives will participate in all activities but will be non-voting members. d) The term of Office for Directors shall begin following the Annual General Meeting of the Friends and they shall hold office until their successors have been duly elected or appointed or unless removed in the meantime. Directors may resign with 1 month notice in writing to the Executive Committee. The Executive Committee may choose any member to fill a vacancy until the next Annual General Meeting. e) Elections or appointments of the Executive Committee members shall be conducted at the Annual General Meeting from nominations submitted prior to the Annual General Meeting. f) No person shall be nominated to the Executive Committee without his or her prior consent. g) No Executive Committee member shall receive remuneration for service on the

	Executive Committee.
Article 6	<p><u>Financial Matters:</u></p> <ul style="list-style-type: none"> a) The fiscal year shall be from January 1 to December 31 b) Funds raised shall support Library projects as approved by the CEO c) Reasonable operating expenses shall be covered by funds raised d) A Treasurer’s report shall be presented at the Annual General Meeting for acceptance by the membership
Article 7	<p><u>Annual General Meeting:</u> The Annual General Meeting of the Friends shall take place in November of each year.</p>
Article 8	<p><u>Annual Reports:</u> Annual reports shall be submitted to the Executive Committee in writing at the time of the Annual General Meeting and shall be retained by the Secretary.</p>
Article 9	<p><u>Relationship to Library Staff and Library Board:</u> The Friends are an independent, arms-length body which collaborates and consults with the Library Board and Library Staff. The Friends organization supports the mission of the Library Board and the Library through its activities and projects and will keep the Library Board and the CEO informed of their activities. The Friends agree to publicly support the Library and its policies.</p>
Article 10	<p><u>Amendments to the Constitution:</u> The Constitution and By-Laws may be amended only at an Annual General Meeting following at least 30 days’ notice of proposed changes to all members and the approval by a majority of the Members present at the Annual General Meeting.</p>
Article 11	<p><u>Dissolution:</u> Upon dissolution of the Friends of the Pembroke Library (ON), and upon winding up of its affairs, its assets shall be distributed as follows: after payment of obligations, all remaining assets shall be transferred to the Pembroke Public Library.</p>
Article 12	<p><u>Effective Date:</u> This Constitution came into force upon the approval of the Executive Committee of the Friends and ratification by the membership on May 23, 2017.</p>
Signatures	<p><u>This Constitution signed:</u></p> <p style="text-align: center;"> Lindsay Hammel Chair </p> <p style="text-align: center;"> _____ _____ </p> <p style="text-align: center;"> Name (print) FPPLON Title </p> <p style="text-align: center;"> _____ _____ </p> <p style="text-align: center;"> Signature Date </p>

Krystyna Roy

Secretary

Name (print)

FPPLON Title

Signature

Date

Jennifer Cross

Treasurer

Name (print)

FPPLON Title

Signature

Date