

MARJORIE H. YOUNG VOLUNTEER ASSOCIATION

Bylaws

1. Membership.

Membership in the Association is open to any Library member who appreciates the importance of the Library to the community of Port McNicoll and, in particular, to the future progress and success of our children and is prepared to either to do work in the Library or to further its welfare by assisting in raising funds for the Library.

2. Officers.

The day to day operations of the Association will be under the direction of an Executive Committee composed of the Association's officers i.e. Chairperson, Secretary, and Treasurer.

Chairperson.

- will chair meetings of Executive Committee as required;
- will call all Membership Meetings;
- will post notice of Membership Meetings in Library;
- will prepare Agenda for Membership Meetings giving proper attention to input from Executive Committee and Membership; and,
- will chair Membership Meetings using Roberts Rules of Order as authority for rulings.

Secretary.

- will be responsible for all Association correspondence; and,
- will keep proper minutes of all Membership meetings.

Treasurer.

- will keep proper books of the Association's financial affairs with an obligation to make all records available for inspection or audit at any time;
- will be in charge of all banking transactions and records; and,
- will submit fair and accurate financial statements to each Membership Meeting.

Election of Officers.

All Officers of the Association will be elected by the Membership, at a meeting called for that purpose, for a period of two years. In the event that an officer leaves office before his/her term of office has expired the vacancy will be filled at the next Membership meeting. The term of such office to continue until the next election of Officers.

3. Membership Meetings.

- The Chairperson will call such meetings by posting a public notice in a prominent place in the library;
- the meetings, when possible, will be held in the Board Room of the Library;
- a meeting can be called on a monthly basis or as business requires but not less than once in every three months;
- any three members requiring a meeting can petition the Chairperson and a meeting must be convened;
- a quorum of five members must be in attendance at a meeting for the decisions, taken at the meeting, to be considered valid;
- the meeting to elect Association officers will be held in the month preceding the fiscal year end of the Association; and,
- the fiscal year end of the Association will be April 30.

4. Changes to Constitution and/or Bylaws.

The Constitution and/or Bylaws can only be altered, changed or amended by a two thirds vote of the membership in attendance at a meeting, where proper notice was given, that the purpose of the meeting was to amend the constitution and/or bylaws.

4. Authority.

The membership met on Thursday, March 26, 1998 at the Library with the purpose of adopting this constitution and accompanying bylaws. The meeting duly moved, seconded and passed a resolution for the adoption of the said constitution and bylaws.

Sept 23, 1998

Date

Mary R Johnson

Chairperson

Sept. 23, 1998

Date

Isabell Spencer

Secretary

Sept 23, 1998

Date

Harry F. Mills

Treasurer