

## **FRIENDS OF MEAFORD LIBRARY CONSTITUTION**

Friends of Meaford Library, hereinafter referred to as “the Friends”, is a benevolent, voluntary and charitable association. The business of the Friends shall be carried on without purpose of gain for its members. Any profits or other accretions to the Friends shall be used only to promote its aims and objectives.

### **Aims and Objectives of the Friends**

The aims of the Friends are to:

1. Support, enhance and improve the services and resources of the Meaford Public Library, hereinafter referred to as “the Library”, ensuring this vital community hub remains both active and relevant within the local community; and,
2. Solicit and foster broad public support for the Library and its development, by increasing community awareness of the Library and of its programs and services.

The Friends will accomplish their aims through the following actions:

1. By conducting a full range of fund-raising activities and by assisting the Library to achieve its aims and goals through direct financial support and volunteer action; and,
2. By enhancing literacy in the wider community through supporting the many initiatives sponsored by the Library and other book lending/distribution activity centers.

The beneficiary of the work of the Friends is the greater Meaford community as follows;

1. By ensuring the Library, and its direct or indirect affiliates within the community, have the resources to remain vibrant and are socially and technically relevant to the needs of the community; and,
2. By Enhancing community resources that support and broaden literacy initiatives and programs in Meaford, where such activities are not otherwise provided for through normal government funding.

### **Membership**

All individuals and organizations interested in the purpose of this organization shall be eligible for membership upon payment of dues.

Any person who has performed distinguished community service may, on the recommendation of the Executive Committee, be elected by the organization as an Honorary Member without dues.

### **Governance of Association**

The officers of the association, hereinafter called the Executive, consisting of President, Vice-President, Secretary and Treasurer shall be elected on odd numbered years at the Annual General Meeting, normally held in June. Additional members of the Executive Committee will be comprised of the Chairs of approved committees and designated members-at-large elected by the membership or appointed as required by the Executive Committee.

A Nominating Committee shall prepare a slate for the positions to be filled on the Executive Committee. The nominations shall be submitted in writing and posted in the Library two weeks prior to the Annual General Meeting. Additional nominations may be made from the floor with the consent of the nominees.

Officers shall assume their official duties immediately at the annual meeting and shall serve for a term of two years.

If an Executive Committee member does not or cannot complete his/her term, the Executive Committee shall appoint someone to fill the vacancy for the un-expired term.

The Chair, or a delegate of the Meaford Library Board, shall be invited to attend regular and executive meetings of the Friends and is a non-voting member of the Executive of the Friends.

Meetings of the Friends are public except when, as determined by the Executive Committee, items of a confidential personal nature may have to be discussed in camera.

### **Trust Funds**

The Friends may invest and manage funds arising from revenues collected. The interest on such funds will be distributed in accordance with the Friends' Aims and Objectives.

### **Financial Responsibilities**

The Executive Committee, shall decide at the end of the fiscal year, May 31<sup>st</sup>, whether to conduct a full audit engagement, a review engagement or a compilation.

No member of this association shall be held personally liable financially while performing duties in connection with any of its undertakings.

The association's liabilities shall be limited to its common funds and assets.

Neither the Executive Committee nor the Officers shall have any authority to borrow money or to incur any indebtedness or liability other than current expenses, in the name of or on behalf of the organization.

No contract shall be entered into and no obligation shall be incurred beyond the amount on hand or in the bank after deducting from, or providing for, the total of all unpaid accounts and unpaid obligations and liabilities.

The Executive Committee of the Friends may disburse any or all net revenues, materials or the proceeds, or interest thereon, to the Library on the condition that these materials or funds are acceptable to the Library and that they are considered by the Meaford Library Board and the Municipal Council to be in addition to, and in no way in diminution of, the regular budgeted funds provided by the municipality or the province.

Financial signing authorities on behalf of the Friends shall be limited to the President of the Friends, the Vice President, the Secretary and the Treasurer. All approved transactions or payments must be ratified by the Treasurer and one of the other designated signing authorities.

## **Amendment of the Constitution**

Amendments to the Constitution must be reviewed by the Executive Committee of the Friends and submitted for approval by the general membership no later than at the next regularly scheduled Annual General Meeting. A Special General Meeting may be called for this purpose at the discretion of the Executive Committee. The proposed amendments must be published at least 30 days prior to the General Meeting at which the vote will be held. The proposed amendments shall be duly moved and seconded by members of the Friends in good standing and the motion must be approved by a two thirds majority of such members present at the General Meeting.

## **Dissolution of the Friends**

Should the Friends decide to dissolve, the net proceeds and net capital of any investment funds and any other monies or materials on deposit shall be disbursed to the Library within one year.

## **Dissolution of the Public Library**

Should the Library be dissolved or cease to operate, the net proceeds and net capital of any investment funds and any other monies or materials on deposit shall be disbursed to the Municipality of Meaford or any other charitable community organization(s) as approved by the Executive Committee and ratified by the Members at a Special Meeting within one year.

Revised Constitution approved at the Annual General Meeting dated: 24 June 2025

President: \_\_\_\_\_

Leslie Ransom

Secretary: \_\_\_\_\_

Susanne Wussow