FRIENDS OF THE JAMES P. ADAMS LIBRARY
RHODE ISLAND COLLEGE

BYLAWS

The Friends of James P. Adams Library’s mission is to:
1. Advocate on behalf of the Library to the community at large.
2. Obtain support for the Library from public and private sources.
3. Promote the Library as a resource center for college and community activities.

ARTICLE I
Name

The name of this organization shall be Friends of the James P. Adams Library at Rhode Island College (also known as Friends of Adams Library).

ARTICLE II
Members

Section 1. Members shall be defined as any individual who financially supports the Friends of the James P. Adams Library through either a one-time donation and/or annual dues as determined by the Board of Directors.

Section 2. Membership shall be open to all who are interested in the organization’s mission and shall not be discriminated against for any reason including, but not limited to, age, race, religion, ethnicity, and/or sexual orientation.

Section 3. The categories of membership shall be determined by the Board of Directors.

Section 4. Dues for each category of membership shall be determined by the Board of Directors and shall be collected on an annual basis. The membership year is January 1st through December 31st.

ARTICLE III
Officers

Section 1. The officers of this organization shall be President, Vice-President/President Elect, Past President, Secretary, and Treasurer. Only directors who serve on the Friends of the James P. Adams Library Board are eligible to be a candidate for the offices of President, Vice President/President Elect, Secretary, and Treasurer.

Section 2. A Nominating Chair shall be appointed by the President thirty days prior to the Board’s Fall meeting. A Past-President shall select and chair the Nominating Committee. It shall be the duty of this committee, in consultation with the President and the Library Director, to nominate those officers to be elected.

Section 3. Officers’ terms shall be for two years or until their successors are elected. Terms of office shall begin at the beginning of the calendar year.

Section 4. No director shall hold more than one office at a time, and no director shall be eligible to serve more than two consecutive terms in the same office.
ARTICLE IV
Duties of the Officers

Section 1. The President shall preside over and conduct all meetings, appoint members to the Board, appoint the chairs of all standing committees, and become the chair of special committees as needed.

Section 2. The Vice-President/President Elect shall have the powers and perform the duties of the President in the absence, disability, or resignation of the President. The Vice-President/President Elect shall be an ex-officio, non-voting member of all committees.

Section 3. The Secretary shall record attendance and keep the minutes at all general membership meetings and all Board of Directors’ meetings, notify members of meetings, and conduct the correspondence of the organization.

Section 4. The Treasurer shall keep and maintain the financial records of the organization. The funds of the organization shall be held by the Rhode Island College Foundation.

Section 5. A Past-President shall chair the Nominating Committee.

ARTICLE V
Board of Directors

Section 1. The Board of Directors shall consist of eleven members including: the Library Director, a total of eight members who are alumni, faculty, or emeriti, the President of the Student Community Government (or a designee), and one library staff member who shall serve as Coordinator. Members of the Board are appointed by the President.

Section 2. Qualified candidates shall be defined as those individuals who meet the specifications set out for appointment and are required to be dues paying members of the Friends of James P. Adams Library.

Section 3. Meetings of the Board of Directors shall be held when called by the President, or when requested by at least six members of the Board of Directors. At least two meetings will take place each year, one in each academic semester.

Section 4. The Board of Directors shall fill by appointment the unexpired terms of any vacancies in its body occurring between elections.

Section 5. All budgets shall be approved by the Board of Directors.

Section 6. The Coordinator will serve as a point of contact for the Friends of the Library, and provide support for all aspects of the Friends of the Library’s work.

ARTICLE VI
Committees

Section 1. Standing committee(s) of this organization shall include the Membership Committee.

Section 2. Standing committees shall consist of a chair appointed by the President, and other committee members as necessary.
Section 3. It shall be the duty of the Membership Committee to recruit new members, to keep an accurate and up-to-date membership list, to collect dues, and to promote an active and efficient membership in harmony with the purposes of the organization.

Section 4. The Board of Directors may form special task forces and/or committees as necessary.

ARTICLE VII
Meetings

Section 1. There will be no general membership meeting for the purpose of approving the actions of the Board.

Section 2. A general membership meeting may be called at any time by the Board of Directors provided that members are notified of such meetings, including a posting on the James P. Adams Library website, at least one month in advance of the meeting.

Section 3. Meetings of the Board of Directors and committees of the organization may be called at any time provided that the Board or committee membership is notified of such meetings, at least one week in advance.

Section 4. The quorum for the transaction of business of the Board shall be a simple majority (1/2 + 1) of the Board.

ARTICLE VIII
Parliamentary Authority

The rules contained in the most recent edition of Robert’s Rules of Order shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these By-Laws or any special rules of order the organization may adopt.

ARTICLE IX
Dissolution

In the event the organization is dissolved, any assets held by or in the name of the Friends of Adams Library shall be placed in a permanent endowment for the James P. Adams Library at Rhode Island College.

ARTICLE X

The Mission and By-Laws may be revisited at any meeting of the Board of Directors by a vote of those present.

The Mission and By-Laws as herein presented is a true and accurate copy of the Mission and By-Laws of Friends of the James P. Adams Library at Rhode Island College as revised by the membership on October 22, 2014.

_______________________ 10/22/14
President Date