

1988 Revised Bylaws
of the
Raquette Lake Free Library
Raquette Lake , New York

ARTICLE I: NAME AND LOCATION

The name of the Library is the Raquette Lake Free Library, situated in the Village of Raquette Lake, New York.

ARTICLE II: MEMBERSHIP

Any person over twelve (12) years of age is eligible for membership in the Library and becomes a Member by payment of the membership fee established by the Board of Trustees. The membership year runs from August 1 until the following July 31. Membership in the Library entitles individuals present at the Annual Meeting to vote.

ARTICLE III: MEETINGS

The Annual Meeting of the Members of the Library is held each year in August at a time and date set by the Board of Trustees, giving at least two (2) weeks advance public notice to be posted in the Library and the Raquette Lake Post Office.

Each year Members present elect a Trustee from among Library Members.

Meetings of the Board of Trustees are open to the public and are held in the Library ten (10) times per year, with a minimum of one (1) per quarter.

Special meetings may be called by the President or any Trustee by giving advance notice to each member of the Board.

A quorum of three (3) Trustees is necessary for the transaction of business.

The Board of Trustees may go into executive session.

ARTICLE IV: TRUSTEES

The Board of Trustees manages the Library. The Board consists of five (5) Library Members elected by secret ballot by the Members of the Library present at the Annual Meeting. One (1) Trustee is elected per year on a rotating basis for a five (5) year term. In the event of the death or resignation of a Trustee, the remaining Trustees promptly

select a successor to serve the unexpired term of office.

Trustees responsibilities lie in five (5) major categories: personnel, policy formulation, finance, public relations, planning and evaluation.

ARTICLE V: OFFICERS

The officers of the Board of Trustees consist of the President, Vice President, Secretary and Treasurer.

At the first meeting of the Board of Trustees following the Annual Meeting, the Board elects its officers from among its members for a term of one (1) year.

The President of the Board of Trustees presides at all meetings of the Board of Trustees and the Annual Meeting. The President appoints members of committees and is a member of each committee.

The Vice-President, in the absence, resignation, death, or by request of the President, performs the duties of the President. In addition the Vice-President shall be the Boards Parliamentarian.

The Secretary keeps minutes of each meeting of the Board of Trustees, the Annual Meeting, and does the correspondence of the Board.

The Treasurer executes the directions of the Board of Trustees and manages the finances of the Library. The Treasurer maintains financial records. Money may be withdrawn only with the signature of the Treasurer or President.

ARTICLE VI: PERSONNEL

The Board of Trustees hires the Librarian and defines the duties of the Librarian.

ARTICLE VII: INDEMNIFICATION

The Library shall hold harmless any and all Trustees and staff from any and all liability claims, demands or expenses by reason of acting as a Trustee or staff or otherwise by reason of any and all actions performed or omissions to act by reason of being a Trustee or staff or otherwise of the Library.

ARTICLE VIII AMENDMENTS

The Bylaws are amended at the Annual Meeting by a two-thirds vote of the Members present.

ARTICLE IX: DISSOLUTION

In the event of dissolution, all of the remaining assets and property of the corporation shall after necessary expenses thereof be distributed to such organizations as shall qualify under section 501 (c) (3) of the Internal Revenue Code of 1954, as amended; or to the federal government, or to a state or local government for a public purpose; or to another organization to be used in such manner as in the judgement of a Justice of the Supreme Court of the State of New York will best accomplish the general purpose for which this corporation was formed.

No part of the net earnings of the corporation shall inure to the benefit of any member, trustee, director, officer of the corporation or any private individual (except that reasonable compensation may be paid for services rendered to or for the corporation), and no member, trustee, officer of the corporation or any private individual shall be entitled to share in the distribution of any of the corporate assets on dissolution of the corporation.

No substantial part of the activities of the corporation shall be carrying on propaganda or otherwise attempting to influence legislation (except as otherwise provided by Internal Revenue Code section 501 (h), or participating in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these articles, the corporation is organized exclusively for literary and educational purposes, as specified in section 501 (c) (3) of the Internal Revenue Code of 1954, and shall not carry on any activities not permitted to be carried on by a corporation exempt from Federal Income Tax under section 501 (c) (3) of the Internal Revenue Code of 1954.

RAQUETTE LAKE LIBRARY MEMORIAL GIFTS POLICY

Memorial gifts of money will be used to buy books, or added to the Library's savings and used for books over a period of time, unless the family and the Trustees specifically agree to another use of such money. Gifts of money will not be used for routine operating expenses of the Library.

For uses other than books, the Trustees will try to match the wishes of the family with the goals and needs of the Library. Memorial monies will be used for specific, permanent and identifiable purposes.

Gifts of books will be suitably marked with Library Book Plates. A Library Book Plate will also be put in each book purchased with memorial funds, indicating in whose name the book was purchased. If there are duplicates the earlier copy may be disposed of or returned. Donors are encouraged to consult with the Librarian about volumes needed.

In cases where there is the possibility of using gift monies for something other than books (because of the amount of money involved, the wishes of the family, or the needs of the Library), one of the Trustees or the Librarian will be designated to ascertain the wishes of the family and convey them to the Trustees. After which a mutually agreeable use of the money will be established. If there is no success in selecting a special use, the funds will be used to purchase books.

An accounting of Memorial Gift Funds will be kept by the treasurer and acknowledgements shall be sent for all monies received. A list of donors (but not gift amounts) will be periodically sent to the family noting that the Library has acknowledged the gifts.

RAQUETTE LAKE LIBRARY MISSION STATEMENT

The role of the Raquette Lake Library is to serve the cultural, educational and recreational needs of the entire Raquette Lake Community, including but not limited to serving as a learning center with access to reference and research centers and as a community activity and information center.