

**Changes to Friends of the Euclid Public Library Bylaws
To be voted on by the membership at the November 7, 2024 meeting.**

Article I is the name: Friends of the Euclid Public Library, Inc.(FOEPL), headquarters at the library.

Article II is the purpose: non-profit, advance and encourage

Article III is Membership, which was Article V in the former bylaws.

- There is now a definition of who may become a member.
- The dues schedule will be voted on at the annual meeting.
- Each member or family group shall have one vote.
- The forms of membership shall include email address and class.
- The dues categories have been enumerated.

Article IV is Board of Trustees, formerly Article II.

- The number of trustees has been given a range between 5 and 13 members.
- The board will determine and oversee projects and programs to increase fundraising.
- Terms of office have been spelled out, although the term is still three years. It is noted that board terms will begin on January 1.
- The officers' section has been moved here. The term has been specified as one year.
- The president shall appoint a nominating committee chairperson by July, who will recruit other members. The board will approve the slate before the annual meeting.
- Vacancy and removal procedures have been specified.

Article V is Duties of Officers, formerly Article IV.

- Signing records has been removed from the president's duties. Agendas, appointing committees, communication, and summary of the year's activities has been added.
- Program Chair has been added to the Vice President's responsibilities and Book Sales have been added to Programs.
- A draft of the minutes has been added to the recording secretary's job, as well as providing a set of minutes for the year. This person will also chair the record retention committee.
- The treasurer shall be responsible for signing checks and shall present a financial report at all meetings, including the annual meeting. The treasurer shall be responsible for filing the annual 990 with the IRS and the annual Charitable Registration with the Ohio State Attorney General by May 15, as well as for maintaining the Certificate of Existence every five years.
- The corresponding secretary will also be in charge of marketing and communications.

Article VI is meetings, formerly Article I.

- The annual meeting will be held in the fall, with the Board deciding the date by Majority vote in July.
- Special meetings may be called by the president, board, or upon written request of ten members. They require two weeks prior notice to all members and the business to be discussed will be stated in the notice.
- Regular board meetings will be held the first Monday of the month at 7 PM unless otherwise changed by a majority of the trustees. A majority of seated members will constitute a quorum, and motions shall be carried by a vote of the majority.

- Notices shall be sent to board members at least one week prior.
- Friends' members are welcome at board meetings at any time. Non-members may be invited by a board member.
- Special board meetings require 48-hour notice.
- Email has been added to voting.

Article VII is a definition of the Fiscal Period.

Article VIII, Parliamentary Authority used to be Article VII.

Article IX, Conflict of Interest has been added.

Article X, Non-discrimination policy has been added.

Article XI Amendments to Bylaws, indicates they can only be amended at a meeting.

Article XI, Dissolution, has been reworded, although assets would still go to the library.