

Constitution

Article I

Name

There is hereby established in the Town of Pinellas Park, Pinellas County, State of Florida a non-profit, benevolent, welfare and civic organization to be known as the Pinellas Park Public Library Association and shall be hereinafter referred to as the Association

Article II

Object

Its principal objective shall be to provide books, magazines, periodicals, news issues and documents of general interest for the benefit of persons residing within the limits of Pinellas Park, Pinellas County, Florida and to persons residing without the Town limits in the discretion of and subject to the rulings of its governing body.

Article III

Sec. 1. Eligibility. Membership

Each and every organization operating within the Town of Pinellas Park whose principal objective shall be for civic, benevolent, patriotic, educational, welfare or protective purposes shall be invited to participate as a member of the

2.
Association. Upon acceptance of the invitation such organization shall thereafter be known as a Member Organization.

Sec. 2. Admittance.

Each such Member Organization shall select from its own membership two persons as its Representatives at Association meetings, ^{and} Each Representative shall ^{be accorded} ~~have~~ one vote in all matters requiring ~~the~~ determination by the Association.

Sec. 3 Dues and Fees.

On the 1st day of Nov. of each year each Member Organization shall pay to the Finance Officer of the Association a fee of \$2.⁰⁰ which shall constitute the annual dues and such Member Organization may not thereafter during that year be assessed further except upon its own motion.

Sec. 4 Gifts and donations by Member Organizations

Nothing contained in Section 3 hereof shall be construed as prohibiting the acceptance of voluntary contributions or donations of any Member Organization.

Sec. 5. Withdrawal

Any Member Organization may ~~not~~ withdraw its membership in the Association at its pleasure, however, ^{notice of} such withdrawal should be presented to the Secretary of the Association and in writing not less than 30 days prior to the effective date of the withdrawal, ^{provided, that no part of the dues paid for that business year may be returned to the withdrawing Member Organ.}

Sec. 6. Suspension or Expulsion

A member organization may be suspended

3.
Appr. for cause and if the circumstances warrant membership may be terminated by a two-thirds vote of all members.

Article IV

Government.

Sec. 1. Board of Directors

Appr. The government of the association shall be vested in a Board of Directors consisting of the persons selected by the member organizations as their representatives. Within thirty days of their selection, the Board of Directors shall meet and elect from their own number a ~~President~~ ^{Chairman}, a ~~Vice President~~, a Secretary and a ~~Finance Officer~~ ^{Treasurer}.

Sec. 2. Vacancies.

Appr. Upon the occurrence of a vacancy in the directorate such vacancy shall be brought to the attention of the Member Organization involved and such Member Organization shall be requested to replace ^{at once} the vacated director.

Appr. Sec. 3. Removal from Office.

For cause, ~~any~~ officer ~~may, for cause,~~ may be removed from office by a two-thirds vote of the directors.

Sec. 4. Recall.

Appr. Any director may be recalled by his Member Organization by such means and at such time as the Member Organization ^{provided that such M.O. shall give the A. 30 days} may determine. ^{notice of such}

Appr. Sec. 5. A Board of three Trustees shall be elected ^{action} to serve a term of one, two and three years respectively and thereafter at the Annual Meeting a Trustee shall be ^{selected for a three year term}.

44.
Article V.

Officers.

Election

Appr. Sec. 1. The officers of the Association shall be the officers of the Board of Directors and shall be elected as provided in Article IV, Sec. 1. Officers shall be elected for a term of one year at the Annual Meeting of the Board of Directors. Nothing contained herein shall be construed as prohibiting re-election upon expiration of the term of office.

Sec. 2.

Duties of Officers

Appr. The duties of all officers shall be those usual to the office held.

Article VI

By-Laws.

Sec. 1. Enactment.

Appr. The by-laws of the Association are to be made, altered or rescinded by the Board of Directors at its annual meeting or at any special meeting called for that purpose. When amendment in any form is to be considered, notice thereof shall be given each Director, in writing not less than seven nor more than thirty days in advance of the date of the meeting at which such contemplated change is to be considered.

Sec. 2. Effective Date

Appr. The Constitution and By-Laws of the Association shall be effective immediately following their adoption.

By Laws

Article I Meetings

Section 1. Annual Meetings

On the first Monday of November of each year, the Association shall assemble for the purpose of conducting its regular annual meeting at which it shall elect its officers for the ensuing year, shall consider revision or amendment of its By-Laws, shall hear and pass upon annual reports of committees and officers, shall audit the accounts and shall ^{conduct} any and all other business that may properly be placed upon an annual basis. Notice shall be given in writing ^{not less than 7 days} to each member organization or to the directors in the discretion of the Secretary. A notice mailed to the last known address of members shall be ~~considered~~ deemed good and sufficient notice.

Section 2. Interim meetings

Meetings of the directorate shall be held as frequently ^{any time} as the directors may determine to be for the best interests of the association.

Sec. 3. Special meetings.

Special meetings may be called by the Presiding Officer or by the Board of Trustees at such times as the press of business shall warrant. Such special meetings shall be called for the transaction of definite business ^{emergency only, except}

2. that business other than that for which the meeting is called may be transacted upon a 3/4 majority vote of the ~~members~~ ^{directors} present.

Sec. 4.

~~members~~ shall

Ten Directors shall constitute a quorum at any meeting, whether annual, interim or special. Immediately upon attaining a quorum, the Presiding Officer shall call the meeting to order and proceed with the regular order of business as specified in Article III Sec 1. hereof.

Article II

Sec. 1.

Committees.

The Presiding Officer at the beginning of the Administrative year shall appoint such standing committees for that year as may be deemed necessary for the proper conduct of the Association's business. Such appointments shall be revocable by the same process.

Sec. 2.

The Presiding Officer may from time to time may appoint special committees for the purpose of executing matters of a temporary nature. Such special committees shall be deemed to be discharged when the special matter for which they were created has been completely and satisfactorily accomplished.

3. Sec. 3. If the Presiding Officer so desires the appointment of a Committee may rest with
the appointment of Chairman only, allowing the person so named to select the remaining members of the Committee.

Sec. 4. Upon acceptance of membership or
a Committee members shall be subject to call by the Chairman.

Sec. 5. Thirty days prior to each annual meeting the Presiding Officer shall appoint a
nominating Committee consisting of three members. It shall be the duty of such committee to present at the annual meeting the name of one director for each elective office. Additional nominations may then be made from the floor. Immediately following the close of nominations the Directors shall proceed to election by ballot. A majority vote will be required for election.

Article III

Order of Business.

Sec. 1. The order of business at all meetings other than special meetings shall be:

1. Call to order.
2. Reading of minutes of last previous meeting.
3. ^{Reports of Officers} Reports of permanent committees.
4. Reports of special committees.
- 5.
6. Consideration of unfinished business.
7. Introduction and consideration of new business.
8. Discussion of matters for the general good of the Association.
9. Adjournment.

4
a. Sec. 2. Roberts' Rules of Order shall be used to govern all meetings.

Article IV.

Sec. 1. Duties of Officers

a. The Presiding Officer shall preside at all meetings shall maintain order therein, shall have authority to enforce all laws, rules, regulations and orders relating to the efficient and proper conduct of the Association's affairs, shall call special meetings as elsewhere herein provided and shall appoint all standing and special committees.

Sec. 2. ~~The Vice Presiding Officer shall act in the absence of the Presiding Officer. Such acts, rulings and orders shall have the same force and effect as if performed, adjudged or ordered by the Presiding Officer.~~

Sec. ² ~~2~~. In the event of absence of ~~both the~~ Presiding Officer ~~and the Vice Presiding Officer~~ a Chairman pro tempore shall be selected from the Directors present.

Sec. ³ ~~3~~. The Secretary shall perform all duties usual to the office, shall perform all special duties as may be assigned, shall keep records of the Association's business, shall keep minutes of all meetings, shall conduct necessary correspondence as directed and shall issue notices of meetings.

Sec. ⁴ ~~4~~. The Treasurer shall have custody of all funds and securities, shall keep the books and financial records, shall upon proper authority disburse the Association's funds and shall render to the Directors an accounting of all financial activities.

Article V

Librarian

Sec. 1. A Librarian shall be appointed by the Directorate and shall serve ~~for~~ until such appointment is terminated either by resignation or recall.

appr.

Sec. 2. The Librarian shall, ^{make} ~~make~~ ^{subject} to the approval of the Directorate, ~~make~~ all rules governing the actual physical operation of the Library, ^{and} shall have custody of all books, periodicals, publications, documents, papers, records, paraphernalia, equipment and supplies ^{necessary} ~~proper~~ to the proper operation of the Library.

Article VI

Special provisions.

Sec. 1. Obligation.

Each and every officer, trustee, chairman of committee, either temporary or permanent and the Librarian ^{or assistants} shall be signatory to the following obligation. "I hereby obligate myself to well and faithfully perform the duties of the office for which I have been selected according to my ability and understanding unless prevented therefrom by circumstances beyond my control in the event of which I am to be relieved of all duties and responsibilities of such office. Should I otherwise fail to fulfill the above obligation I will voluntarily relinquish my office."

Sec. 2. Petty cash.

There shall be established for the use of the Librarian a petty cash ~~for~~ fund of not less than \$ 2.00 nor more than \$ 5.00.

If and when either maximum or minimum amount is reached adjustment thereof will be made by the Treasurer.

Sec. 3. Nothing contained in these By-Laws

shall be construed to prohibit the re-election or re-appointment of any officer, chairman of committee or the re-appointment of a Librarian.

Sec. 4 The fiscal year shall begin with the fifteenth day following the annual meeting.