

# **Les Amis de la Bibliothèque de Beaconsfield/Friends of the Beaconsfield Library**

## **CONSTITUTION**

The Friends of the Beaconsfield Library (herein after referred to as the Friends) constitute a non-profit corporation to achieve the following:

### **OBJECTIVES:**

To help maintain and improve the services that the Library provides to a multicultural community by:

- a) Providing subscriptions to journals, magazines and books in the language of the minority groups in our community.
- b) Improving the comfort of the reading room and providing suitable display facilities by the addition of furnishings designed for these specific purposes.
- c) Updating the computer facilities and related services offered by the Library for public use.
- d) Underwriting training activities for the Library Staff, such as seminars, and courses dealing with specific areas of Library Science.
- e) Supporting programming such as lectures, movies and activities for people of all ages.

### **OPERATING PRINCIPLES**

- a) The Friends has no role in the operation and management of the Library.
- b) The Friends may undertake appropriate activities to obtain materials or to raise funds in order to provide equipment for and/or improve the services of the Beaconsfield Library.
- c) The Friends may organize social events that reflect our community's cultural diversity and strengthen the sense of purpose and unity of the corporation.
- d) Any assistance provided to the Library, be it material or human, must be seen as additional resources and not as a substitute for any part of its operating budget and funding received from various levels of government.

### **ORGANIZATION**

- a) A Board of Directors consisting of Past-President, President, Vice-President, Secretary, Treasurer, Membership Secretary, Co-ordinator of Fundraising, Web Communications Co-ordinator, and Members-at-large nominated from the members in good standing shall be elected on an annual basis to oversee the functions of the Friends. The Head Librarian or a designated member of the Library staff shall be on the Board of Directors in a non-voting capacity to represent the interests of the Library. A quorum for meetings of the Board of Directors shall be the President or Vice-President and one-third of the Board of Directors. Meetings will be conducted in accordance with Robert's Rules of Order.

- b) There will be an Annual General Meeting of the members in good standing at which time the Board of Directors will report to the membership and an election of the Board of Directors for the coming year will be held. The date of this General Meeting will be posted thirty (30) days in advance. A quorum for this meeting will be 10% or more of the members in good standing. Special general meetings may be convened at any time at the discretion of the Board of Directors.
- c) A Nominating Committee will be struck to prepare a list of candidates for the positions on the Board of Directors. The Nominating Committee will be chaired by the Past-President.
- d) From time to time, on authority of the Board of Directors, ad hoc committees may be struck to organize particular projects or facilitate the work of the corporation. Membership on any committee is open to any member of the Friends aged 18 and over.

## **USE OF FUNDS**

- a) The funds available to the Friends are to be used only in support of the objectives defined by the Constitution of the corporation.
- b) The Board of Directors will implement the budget proposed and accepted at a General Meeting and disburse the funds in accordance with that budget.
- c) Signing authority shall be composed of two of the following executive positions: President, Vice-President, Treasurer and Secretary.
- d) At the Annual General Meeting, the Treasurer will present a report on the use of funds for the previous year, the financial status of the Friends and the proposed budget for the following year.
- e) Upon dissolution of the corporation, and after payment of all debts and liabilities, its remaining property shall be distributed, or disposed of, to charities registered under the Income Tax Act (Canada).

(Revised and approved at the AGM held on March 27, 2019)