

Friends of Arlington Library

Proposed Changes to By-Laws

The Board proposes to make the following changes to by-laws. The current by-laws provides for several board positions with specific duties, none of which are currently filled. The proposed change would allow us to be more flexible in appointing additional board members with the potential to take advantage of skills and duties not currently contemplated.

Current By-Law Provisions

ARTICLE XI. SPECIAL COORDINATORS

Section 1. The Executive Board of the Friends shall appoint by vote members in good standing to serve as special coordinators in support of the mission of the Friends.

Section 2. Volunteer Coordinator. The volunteer coordinator shall manage the list of FOAL volunteers, contact and develop relationships with current and potential volunteers, and assist the Executive Board in scheduling volunteers for all FOAL events requiring volunteer support.

Section 3. Book Sale Coordinator. The book sale coordinator is the Chair of the Book Sale Committee, and is responsible for the planning and management of the regular book sales hosted by the Friends. The book sale coordinator shall manage and update the book sale plan, policies, and procedure document(s). The book sale coordinator shall present recommendations for and take action as directed by the Executive Board in executing the sale. The book sale coordinator may not commit FOAL funds absent approval from the Executive Board.

Section 4. Event Coordinator. The event coordinator is responsible for planning all non-book sale events, and for supporting Library hosted events where appropriate. The event coordinator shall assist the Executive Board in planning, managing, and executing FOAL events. The Event Coordinator will work with the Volunteer Coordinator as needed to recruit volunteers for events. The event coordinator may not commit FOAL funds absent approval from the Executive Board.

Section 5. Membership Coordinator. The Membership Coordinator manages all aspects of member recruitment and membership list management. This Board member also ensures data (e.g., contact info, date of dues payment, etc.) associated with dues paying members is entered and maintained in official membership databases.

ARTICLE XII. EXECUTIVE BOARD

Section 1. The Executive Board shall be composed of the elected officers of The Friends, the immediate past president of The Friends, the Branch Representatives, and the special coordinators. The Director of the Arlington County Library shall be an ex-officio director.

Recommended Change

Replace Article XI with the following:

ARTICLE XI. MEMBERS AT-LARGE

Section 1. The Executive Board of the Friends shall appoint by vote one or more members in good standing to serve as members at-large in support of the mission of the Friends.

Section 2. Members At-Large shall have such duties and responsibilities as may be assigned by the Executive Board.

In Article XII, replace “special coordinators” with “members at-large”