

BYLAWS OF
THE FRIENDS OF THE JOSHUA HYDE PUBLIC LIBRARY, INC.
(Revised 2026)

ARTICLE I: The Name of the Organization

This organization shall be called “The Friends of the Joshua Hyde Public Library, Inc.”

ARTICLE II: Purpose and Objectives

The Friends of the Joshua Hyde Public Library, is composed of individuals, families and businesses or groups sharing an appreciation of the range of services the library can now, and in the future, offer patrons of all ages, interests and pursuits and has organized itself to achieve these purposes:

- a. To function as an advocate group for the library.
- b. To encourage and support the value of freedom of expression and reading.
- c. To create public interest in the Joshua Hyde Public Library.
- d. To seek gifts and fundraise for the additional financial support to supplement the library for the services/supplies not provided for by the Town of Sturbridge or the Commonwealth of Massachusetts.

ARTICLE III: Membership:

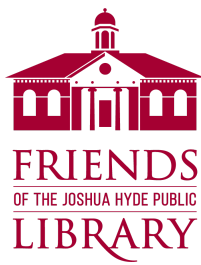
Section 1: Who Can Join

Membership in this organization shall be open to all individuals interested in its purpose upon payment of dues.

Section 2: Classes and dues

Classes and dues shall consist of the following:

Seniors (over 65)
Friend
Family
Patron
Other



Current dues amounts for each of these Classes are listed on our website and in membership materials. Dues shall remain the same until voted on at the annual meeting. Dues increases shall be proposed to the membership 30 days prior to the annual meeting and approved by a simple majority of the voting members present.

Section 3: Membership Year

The membership year shall be the calendar year. Members joining during the membership year shall be credited only for the months remaining in that year. Any dues collected in December shall be applied to the upcoming years' membership.

Section 4: Voting

Each member with up-to-date dues shall have one vote. Issues requiring a vote to be taken at an annual meeting shall require a simple majority of voting members present to pass. Voice votes are acceptable unless a show-of-hands is requested by a voting member. Proxy votes will not be allowed.

Section 5: Meetings

The annual meeting for the membership shall be held in October of each year for the purpose of electing officers, receiving various reports, and transacting any other business. Members shall be reminded of the Annual Meeting in writing 30 days prior to the meeting. Special meetings may be called with 14 days notice to all members. Executive Board Members shall be notified by telephone of such extraordinary meetings.

Section 6: Quorum

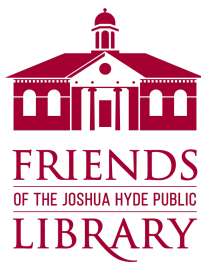
A quorum for meetings shall be determined by a simple majority of membership attendance at the annual meeting.

ARTICLE IV: Governance

Section 1: Officers and Elections

Candidates must be voting members. Officers shall be elected at each annual meeting and shall serve a one-year term. Prior to the annual meeting, the slate of candidates for each office shall be posted in the library. Nominations from the floor shall be accepted at the annual meeting. Voting shall take place and the results announced prior to the end of the annual meeting.

Section 2: Executive Board (Meeting and Voting)



The Executive Board shall consist of the following officers:

President
Vice President
Treasurer
Clerk

Other members of the Executive board can include:

Representative of the Board of Trustees (non-voting)
Library Director (non-voting)
Chairs or Coordinators of any standing committee (as defined by the Executive Board)

The Executive Board shall meet each month except July. Each Board member gets one vote.
A simple majority shall constitute a quorum.

Section 3: Duties of Executive Board Members

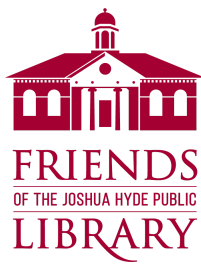
President: The President shall compile the monthly meeting agenda and preside at all regular meetings of the Executive Board and the membership unless another officer is specifically designated. The President votes only in case of a tie vote. The President shall coordinate with the Library Director on events and activities and represent the Friends at public or private functions or at Library Trustee meetings, when called upon by the Trustees to do so.

Vice President: The Vice President shall conduct meetings at the request of the President, or in the President's absence and assist the President as needed.

Treasurer: The Treasurer shall be responsible for handling disbursements, filing taxes and maintaining appropriate bank accounts and financial records for the organization for each fiscal year running January 1 to December 31. The Treasurer shall prepare financial statements for the Executive Board prior to each monthly meeting and arrange for an annual review of accounts. The annual review of accounts shall be prepared by a committee of three (3) appointed by the President or by an external financial service and shall not include the Treasurer.

Clerk: The Clerk shall take notes at all meetings; maintain organizational files and documents; handle all incoming and outgoing correspondence; keep the calendar of meetings, and write and distribute all press releases or other public announcements. The Clerk shall also organize and digitize all relevant Friends' documents and maintain them in the Friends' Google Docs file.

While this is a general description of Board Member duties, each individual can assume duties that are best suited to their personal skill level and interests.



Section 4: Committees

The President, in consultation with the Executive Board, shall create committees as needed. The President shall appoint committee chairs or coordinators. Committee budgets must be submitted to the Executive Board. Standing committee and/or coordinators are listed in the addendum.

ARTICLE V: Amendment to the Bylaws

By-law changes shall be voted upon at the annual meeting. Amendments shall be proposed at least one month prior to the annual meeting. Copies of proposed changes shall be posted no less than 15 days prior to the annual meeting. Voting changes shall take place at the annual meeting.

ARTICLE VI: Parliamentary Procedure

In questions of procedure, the most recent edition of Roberts Rules of Order Newly Revised shall apply when not in conflict with these Bylaws.

ARTICLE VII: Non-Profit Status

The Friends of the Joshua Hyde Public Library is a non-profit charitable organization as described in Section 501 (c)(3) and exempt from taxation under Section 501 (a) of the Internal Revenue Code. The organization was created to support the Joshua Hyde Public Library, an agency of the Town of Sturbridge, Massachusetts.

ARTICLE VIII: Liability Clause

Any and all liability of The Friends of the Joshua Hyde Public Library shall be limited to its deposited funds.

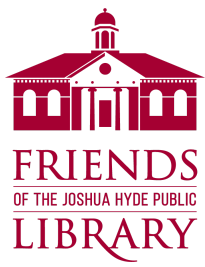
ARTICLE IX: Termination

In the event of the dissolution of The Friends of the Joshua Hyde Public Library, all assets, after expenses, should go to the Joshua Hyde Public Library, an agency of the Town of Sturbridge, Massachusetts.

Revised: July 22, 2026

Revised: September 18, 2014

Prior Bylaw: September 20, 1994



Addendum:

Standing Committees and Chairs:

Technology Coordinator
Newsletter Coordinator
Book Sale Coordinator (2)
Membership Coordinator
Museum Pass Coordinator