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Form **990-EZ****Short Form**
Return of Organization Exempt From Income Tax

OMB No 1545-1150

2009**Open to Public Inspection**Department of the Treasury
Internal Revenue ServiceUnder section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code
(except black lung benefit trust or private foundation)

► Sponsoring organizations of donor advised funds and controlling organizations as defined in section 512(b)(13) must file Form 990. All other organizations with gross receipts less than \$500,000 and total assets less than \$1,250,000 at the end of the year may use this form.

► The organization may have to use a copy of this return to satisfy state reporting requirements

A For the 2009 calendar year, or tax year beginning **July 1**, 2009, and ending **June 30**, 20 **10****B** Check if applicable

- ☐ Address change
☐ Name change
☒ Initial return
☐ Terminated
☐ Amended return
☐ Application pending

Please use IRS label or print or type See Specific Instructions.

C Name of organization**Friends of the Ormsby Public Library**

Number and street (or P.O. box, if mail is not delivered to street address)

Room/suite

P.O. Box 1814

City or town, state or country, and ZIP + 4

Carson City, Nevada 89702-4145**D** Employer identification number**88-6006992****E** Telephone number**775-882-8635****F** Group ExemptionNumber ► **N/A**

• Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

G Accounting Method ☒ Cash ☐ Accrual
Other (specify) ►**I** Website: ►**H** Check ☒ if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).**J** Tax-exempt status (check only one) — ☐ 501(c) (3) ◀ (insert no) ☐ 4947(a)(1) or ☐ 527**K** Check ☐ if the organization is not a section 509(a)(3) supporting organization and its gross receipts are normally not more than \$25,000. A Form 990-EZ or Form 990 return is not required, but if the organization chooses to file a return, be sure to file a complete return.**L** Add lines 5b, 6b, and 7b, to line 9 to determine gross receipts; if \$500,000 or more, file Form 990 instead of Form 990-EZ ► \$**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (See the instructions for Part I.)

Revenue	1	Contributions, gifts, grants, and similar amounts received	1	671.00
	2	Program service revenue including government fees and contracts	2	0
	3	Membership dues and assessments	3	3,090.00
	4	Investment income	4	1,898.00
	5a	Gross amount from sale of assets other than inventory	5a	0
	b	Less: cost or other basis and sales expenses	5b	0
	c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	0
	6	Special events and activities (complete applicable parts of Schedule G). If any amount is from gaming, check here <input type="checkbox"/>		
	a	Gross revenue (not including \$ 671.00 of contributions reported on line 1)	6a	58,488.00
	b	Less: direct expenses other than fundraising expenses	6b	10,363.00
c	Net income or (loss) from special events and activities (Subtract line 6b from line 6a)	6c	48,125.00	
7a	Gross sales of inventory, less returns and allowances	7a	0	
b	Less: cost of goods sold	7b	0	
c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c	0	
8	Other revenue (describe ►)	8	0	
	9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6c, 7c, and 8	9	53,784.00
Expenses	10	Grants and similar amounts paid (attach schedule) <i>Schedule Attached</i>	10	22,923.00
	11	Benefits paid to or for members	11	0
	12	Salaries, other compensation, and employee benefits	12	0
	13	Professional fees and other payments to independent contractors	13	0
	14	Occupancy, rent, utilities, and maintenance	14	0
	15	Printing, publications, postage, and shipping	15	0
	16	Other expenses (describe ► Chamber of Commerce and Nevada Secretary of State)	16	300.00
	17	Total expenses. Add lines 10 through 16	17	23,223.00
Net Assets	18	Excess or (deficit) for the year (Subtract line 17 from line 9)	18	30,261.00
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	148,179.00
	20	Other changes in net assets or fund balances (attach explanation)	20	
	21	Net assets or fund balances at end of year. Combine lines 18 through 20	21	178,531(178,440)

Part II Balance Sheets. If Total assets on line 25, column (B) are \$1,250,000 or more, file Form 990 instead of Form 990-EZ.

(See the instructions for Part II.)

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	148,179	178,536
23 Land and buildings	0	0
24 Other assets (describe ►)	0	0
25 Total assets	148,179	178,536
26 Total liabilities (describe ►)		
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	148,179	178,536

For Privacy Act and Paperwork Reduction Act Notice, see the separate instructions.

Cat No 106421

Form **990-EZ** (2009)

SCANNED NOV 20 2010

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Expenses

(Required for section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts; optional for others.)

28	Donations were made to enhance the programs and activities and assist with lost funding of the Carson City Library, a municipal function of Carson City, a political subdivision of the State of Nevada. The Library serves the community and outlying area populated by 50,00+ residents.		
	(Grants \$ 22,923.00) If this amount includes foreign grants, check here ▶ <input type="checkbox"/>	28a	22,923.00
29			
	(Grants \$) If this amount includes foreign grants, check here ▶ <input type="checkbox"/>	29a	0
30			
	(Grants \$) If this amount includes foreign grants, check here ▶ <input type="checkbox"/>	30a	0
31	Other program services (attach schedule)		
	(Grants \$) If this amount includes foreign grants, check here ▶ <input type="checkbox"/>	31a	0
32	Total program service expenses (add lines 28a through 31a) ▶	32	22,923.00

[illegible]

Part V Other Information (Note the statement requirements in the instructions for Part V.)

		Yes	No
33	Did the organization engage in any activity not previously reported to the IRS? If "Yes," attach a detailed description of each activity		✓
34	Were any changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the changes . . . <i>See Attached</i>	✓	
35	If the organization had income from business activities, such as those reported on lines 2, 6a, and 7a (among others), but not reported on Form 990-T, attach a statement explaining why the organization did not report the income on Form 990-T.		
a	Did the organization have unrelated business gross income of \$1,000 or more or was it subject to section 6033(e) notice, reporting, and proxy tax requirements?		✓
b	If "Yes," has it filed a tax return on Form 990-T for this year?		
36	Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		✓
37a	Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ 37a 0		
b	Did the organization file Form 1120-POL for this year?		✓
38a	Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the period covered by this return? . . .		✓
b	If "Yes," complete Schedule L, Part II and enter the total amount involved 38b 0		
39	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on line 9 39a		
b	Gross receipts, included on line 9, for public use of club facilities 39b		
40a	Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under section 4911 ▶ 0 ; section 4912 ▶ 0 ; section 4955 ▶ 0		
b	Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year or is it aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		✓
c	Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ▶ N/A		
d	Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax on line 40c reimbursed by the organization ▶ N/A		
e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T.		✓
41	List the states with which a copy of this return is filed. ▶ None Required		
42a	The organization's books are in care of ▶ Karen Crandall Telephone no. ▶ 775-883-1247 Located at ▶ (Library) 900 S. Roop St., Carson City, NV ZIP + 4 ▶ 89701-4145		
b	At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	Yes	No
	If "Yes," enter the name of the foreign country: ▶		✓
	See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts .		
c	At any time during the calendar year, did the organization maintain an office outside of the U.S.?		✓
	If "Yes," enter the name of the foreign country: ▶		
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 —Check here and enter the amount of tax-exempt interest received or accrued during the tax year ▶ 43 N/A		
44	Did the organization maintain any donor advised funds? If "Yes," Form 990 must be completed instead of Form 990-EZ		✓
45	Is any related organization a controlled entity of the organization within the meaning of section 512(b)(13)? If "Yes," Form 990 must be completed instead of Form 990-EZ		✓

Part VI Section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts only. All section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts must answer questions 46-49b and complete the tables for lines 50 and 51.

	Yes	No
46 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I	46	<input checked="" type="checkbox"/>
47 Did the organization engage in lobbying activities? If "Yes," complete Schedule C, Part II	47	<input checked="" type="checkbox"/>
48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	48	<input checked="" type="checkbox"/>
49a Did the organization make any transfers to an exempt non-charitable related organization?	49a	<input checked="" type="checkbox"/>
b If "Yes," was the related organization a section 527 organization?	49b	<input checked="" type="checkbox"/>

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

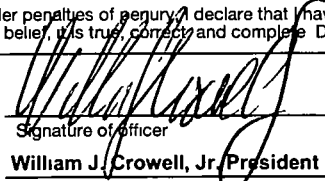

(a) Name and address of each employee paid more than \$100,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
None				
Group has no employees only unpaid Volunteers				

f Total number of other employees paid over \$100,000

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each independent contractor paid more than \$100,000	(b) Type of service	(c) Compensation
None		

d Total number of other independent contractors each receiving over \$100,000

Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.			
	 Signature of officer		Date <u>10-18-10</u>	
Paid Preparer's Use Only	Preparer's signature 		Date	Preparer's identifying number (See instructions)
	Firm's name (or yours if self-employed), address, and ZIP + 4		EIN	Phone no
	May the IRS discuss this return with the preparer shown above? See instructions		<input type="checkbox"/> Yes <input type="checkbox"/> No	

SCHEDULE A
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ. ▶ See separate instructions.

OMB No 1545-0047

2009

Open to Public Inspection

Name of the organization

Friends of The Ormsby Public Library

Employer identification number

88 : 6006992

Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is. (For lines 1 through 11, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 ☐ A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E.)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state:
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9 ☒ An organization that normally receives: (1) more than 33 1/3 % of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3 % of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 10 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 11 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). See **section 509(a)(3)**. Check the box that describes the type of supporting organization and complete lines 11e through 11h.
 - a ☐ Type I b ☐ Type II c ☐ Type III—Functionally integrated d ☐ Type III—Other
 - e ☐ By checking this box, I certify that the organization is not controlled directly or indirectly by one or more disqualified persons other than foundation managers and other than one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2).
 - f If the organization received a written determination from the IRS that it is a Type I, Type II, or Type III supporting organization, check this box ☐
 - g Since August 17, 2006, has the organization accepted any gift or contribution from any of the following persons?
 - (i) A person who directly or indirectly controls, either alone or together with persons described in (ii) and (iii) below, the governing body of the supported organization? ☐
 - (ii) A family member of a person described in (i) above? ☐
 - (iii) A 35% controlled entity of a person described in (i) or (ii) above? ☐

	Yes	No
11g(i)		✓
11g(ii)		✓
11g(iii)		✓

h Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–9 above or IRC section (see instructions))	(iv) Is the organization in col. (i) listed in your governing document?		(v) Did you notify the organization in col. (i) of your support?		(vi) Is the organization in col. (i) organized in the U.S.?		(vii) Amount of support
			Yes	No	Yes	No	Yes	No	
See line 10 990 EZ Carson City Public			✓		✓		✓		22,923.00
Library, A Municipal Function of Carson									
City, A Political Sub-division of the									
City, A Political Sub-									
Total									22,923.00

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)
(Complete only if you checked the box on line 5, 7, or 8 of Part I.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2009 (line 6, column (f) divided by line 11, column (f))	14	%
15 Public support percentage from 2008 Schedule A, Part II, line 14	15	%
16a 33 1/3 % support test—2009. If the organization did not check the box on line 13, and line 14 is 33 1/3 % or more, check this box and stop here. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 33 1/3 % support test—2008. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3 % or more, check this box and stop here. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
17a 10%-facts-and-circumstances test—2009. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 10%-facts-and-circumstances test—2008. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions ► <input type="checkbox"/>		

Part III Support Schedule for Organizations Described in Section 509(a)(2)
 (Complete only if you checked the box on line 9 of Part I.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	5,581	2,320	3,492	4,755	4,706.60	18,766.60
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose	52,774	51,278	54,064	57,105	57,542.80	272,763.80
3 Gross receipts from activities that are not an unrelated trade or business under section 513	0	0	0	0	0	0
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf	0	0	0	0	0	0
5 The value of services or facilities furnished by a governmental unit to the organization without charge	0	0	0	0	0	0
6 Total. Add lines 1 through 5	58,355.00	53,598.00	57,556.00	61,860.00	62,249.40	291,530.40
7a Amounts included on lines 1, 2, and 3 received from disqualified persons	0	0	0	0	0	0
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year	0	0	0	0	0	0
c Add lines 7a and 7b	0	0	0	0	0	0
8 Public support. (Subtract line 7c from line 6.)						291,530.40

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
9 Amounts from line 6	58,355	53,598	57,556	61,860	62,249.40	293,618.40
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources	868	4,026	4,500	946	1,898.40	12,238.40
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975	0	0	0	0	0	0
c Add lines 10a and 10b	868	4,026	4,500	946	1,898.40	12,238.40
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on	0	0	0	0	0	0
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)	0	0	0	0	0	0
13 Total support. (Add lines 9, 10c, 11, and 12.)	59,223.00	57,624.00	62,066.00	62,806.00	64,147.80	305,866.80
14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

15 Public support percentage for 2009 (line 8, column (f) divided by line 13, column (f))	15	95.3 %
16 Public support percentage from 2008 Schedule A, Part III, line 15	16	96.25 %

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2009 (line 10c, column (f) divided by line 13, column (f))	17	2.9 %
18 Investment income percentage from 2008 Schedule A, Part III, line 17	18	3.75 %

- 19a 33⅓% support tests—2009.** If the organization did not check the box on line 14, and line 15 is more than 33⅓%, and line 17 is not more than 33⅓%, check this box and **stop here**. The organization qualifies as a publicly supported organization ► ☒
- b 33⅓% support tests—2008.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33⅓%, and line 18 is not more than 33⅓%, check this box and **stop here**. The organization qualifies as a publicly supported organization ► ☐
- 20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ► ☐

[illegible]

CONSTITUTION
of
Friends of the Carson City Library

ARTICLE I NAME

The name of the organization shall be Friends of the Carson City Library.

Article II MISSION

The mission of the Friends of the Carson City Library is to promote and support the purposes and activities of the Library in its community.

ARTICLE III MEMBERSHIP

Section A: Membership eligibility shall be defined in the Friends of the Carson City Library (hereinafter referred to as "Friends") ByLaws.

Section B: Membership levels and dues are to be as defined in the Friends' ByLaws.

Section C: *Honorary memberships may be conferred as defined in the Friends' ByLaws.*

Section D: Each current member shall be entitled to one (1) vote at any Friends' membership general meeting.

Section E: The membership year shall be defined in the Friends' Bylaws.

ARTICLE IV EXECUTIVE COMMITTEE

The Executive Committee shall consist of the duly elected officers. Officers of the Friends shall be current members of the organization elected at the Friends' Annual Meeting for terms of office as set forth in the Bylaws: President, Vice President, Secretary and Treasurer. The Executive Committee shall be members of the Friends' Board of Directors. The Executive Committee's duties shall be carried out in accordance with the Friends' Bylaws. The President and Vice President shall be voting members on any of the organization's committees.

ARTICLE V BOARD OF DIRECTORS

Section A: The Board of Directors shall serve as the governing body of the Friends and shall meet at the call of the President. Direction of the Friends' affairs shall rest with its Board of Directors.

Section B: The members of the Friends' Board of Directors shall consist of the Officers (Article IV), the Immediate Past President, Chairs of Standing Committees and members at large. Duration of Board members' terms as well as their duties and responsibilities are set forth in the Bylaws.

ARTICLE VI ELECTIONS

The Friends shall conduct elections for the Executive Committee as per the organization's Bylaws.

ARTICLE VII RESIGNATION/REMOVAL OF ELECTED OFFICERS AND APPOINTED BOARD MEMBERS

Actions required for the resignation or removal of any Friends' Executive Committee or appointed member(s) of the Board of Directors shall be described in the organization's Bylaws.

ARTICLE VIII MEETINGS

Section A: Meetings of the Friends shall be held in accordance with the organization's Bylaws.

Section B: Special meetings may be called at the pleasure of the Executive Committee.

Section C: Holders of active Friends' memberships present at a duly called annual or specially called meeting shall constitute a quorum.

Section D: Elected and Appointed Board members present at a scheduled or special Board meeting shall constitute a quorum. At least six (6) elected and appointed voting members at any scheduled or specially called Board Meeting shall constitute a quorum.

ARTICLE IX COMMITTEES

Standing Friends' committees shall be appointed by the Executive Committee. Terms served are at the pleasure of the Executive Committee. Ad hoc committees may be appointed by the Board of Directors and serve until the Committee's duties are completed or until such time as they are dissolved by the Board of Directors.

ARTICLE X FUNDS

All funds of this organization shall be deposited in a duly recognized and insured financial institution (or institutions) to the account(s) of the Friends of the Carson City Library. All funds of the organization shall be disbursed by the Friends' Treasurer following authorization to expend in the current year's approved budget or by a special vote of the Board of Directors. Guidelines regarding acquisition and disbursement of Friends' funds are defined in the organization's Bylaws.

ARTICLE XI RULES OF ORGANIZATION AND OPERATION

Rules of organization and operation are set forth in the Friends' Bylaws and include but are not limited to budgeting guidelines and duties of the organization's Board of Directors. They may be changed, as necessary, by the organization's Board of Directors.

ARTICLE XII PARLIAMENTARY AUTHORITY

Robert's Rules of Order (latest revision) shall apply on all questions of procedure and parliamentary law not specified in these Articles or the Friends' Bylaws.

ARTICLE XIII AMENDMENTS

These Articles shall be reviewed at least annually. Any amendments recommended by members of the Documents and Bylaws Committee shall be presented to the membership at the Annual Meeting or posted in the members' newsletter allowing 2 months for any review and response. Passage of all Articles' amendments will require a three-fourths (3/4) affirmative vote by the current members present at the Annual Meeting.

Adopted on June 29, 2010 by General Membership attending Friends of Carson City Library's Annual Meeting

signed

BYLAWS
of
THE FRIENDS OF THE CARSON CITY LIBRARY

ARTICLE I MEMBERSHIP

- Section 1: Eligibility: Individuals, families, businesses and other organizations interested in fulfilling the Mission of the Friends shall be eligible for membership.
- Section 2: Membership levels and dues: Levels and dues will be established in April of each year by the Friends' Board of Directors and any changes will be announced at the Friends annual meeting as well as in the group's brochures, newsletters and other pertinent announcements. The membership year shall be July 1 to June 30. Membership fees for renewing Friends will be due and payable annually in the month of July. Memberships paid after May 1 are good through June 30 of the following year.
- Section 3: Honorary memberships: Such honors may be conferred upon any person or entity designated by the Board of Directors to recognize outstanding service for the organization.
- Section 4: Waiver of membership fees: The Membership Committee may consider waiver of fees or reducing the membership fee at their discretion.

ARTICLE II DUTIES OF OFFICERS (Executive Committee)

- Section 1: President: The Friends' President will preside over all meetings of the Committee, of Directors and General Membership, set meeting dates and locations and see that all decisions by such bodies are carried out. The President shall prepare the agenda for each meeting which is to include any matters requested by Board members. The President may also call special meetings of the Friends, Board of Directors or the Executive Committee. The President shall maintain a notebook which contains among other matters, a calendar for actions that need to be taken by any Board member as stated in their written procedures developed in Article III, C. below. The President shall assure that the organization has a Resident Agent and that confirmation of Resident Agent is sent each year as required by State Statute.
- Section 2: Vice President: The Vice President will take the place of the President when the President is absent for any reason. The Vice President will be responsible for assisting the President in determining that decisions of the Friends are carried out.
- Section 3: Secretary: The Secretary will keep a record of the actions authorized at all Friends' Executive Committee, Board of Directors and Membership Meetings, provide copies of minutes of such meetings to the Board, maintain the minutes and records for historical purposes and notify members of meetings and other activities.
- Section 4: Treasurer: The Treasurer will keep a record of the organization's receipts and disbursements of its funds, inform the Board of Directors of the current status of expenditures at all Board meetings and provide the membership with a fiscal year-end financial statement. The fiscal year shall be from 1 July through 30 June. If IRS rules require a form be filed, the Treasurer will ensure that it (they) is (are) submitted in a timely manner.

ARTICLE III BOARD OF DIRECTORS

- Section 1: The Friends' Board of Directors will consist of the four (4) duly elected officers, the Immediate Past President of the organization, chairs of the Standing Committees, and a number of Members at Large. Standing Committee Chairs and Members At Large are appointed by and serve at the pleasure of the Executive Committee. Only those specified above may vote at meetings of the Board of Directors.
- Section 2: Terms of office: Executive Committee members will be elected for two-year terms to a maximum for each office of three (3) consecutive terms (six years total). Elections for Executive Board members will be staggered, such that the President and the Treasurer will be elected for two year terms at the even-numbered years and Vice President and Secretary will be elected for two year terms in odd-numbered years.
- Section 3: Executive Committee member and each appointed or ad-hoc Chair will develop and maintain written procedures of their duties and responsibilities. A copy of such procedures is to be kept by the President, filed in a central accessible location and should be reviewed and updated at least every two (2) years. Such procedures will be provided to those who are elected or appointed to succeed them.
- Section 4: The Board will meet at the call of the President.
- Section 5: The members of the Board may vote on any emergency matters via telephone and/or e-mail. Passage

will be enacted with aye votes of at least six (6) of the members contacted.

ARTICLE IV ELECTIONS

- Section 1: Nominations for Friends' officers and members will be presented to the membership six (6) weeks prior to the organization's Annual Meeting by an ad hoc nominating committee, of at least two (2) active members appointed by the President. If more than one person expresses interest in a position, the Nominating Committee shall ask each candidate the same questions concerning their interest, experience and capabilities for the position.
- Section 2: The proposed slate of Executive Committee members as well as the date and time of the Annual Meeting will be published in the Friends' newsletter at least 10 days and no more than 60 days prior to the Annual Meeting date.
- Section 3: At the Friends' Annual Meeting, following any nominations from the floor, paper ballots will be distributed to all current members present for the purpose of voting for the proposed Executive Committee Members. Uncontested nominations will not require paper ballots.
- Section 4: Completed ballots will be tabulated by two (2) Friends' members not running for office, and the election results will be announced at the conclusion of the Annual Meeting.
- Section 5: A simple majority of the votes cast by the members present at the Annual Meeting will be necessary to select.
- Section 6: Any vacancy on the Executive Committee will be filled for the duration of the term by appointment of the remaining Executive Committee members.

ARTICLE V REMOVAL/RESIGNATION OF ELECTED AND APPOINTED BOARD MEMBERS

- Section 1: Any elected officer(s) or appointed member(s) of the Friends' Board of Directors may be removed from office with cause by a majority vote of the Board of Directors.
- Section 2: Any elected officer or appointed board member may resign at any time by giving written notice to the Executive Committee. Such resignation shall be effective at the date of the receipt of such notice or at any later time specified in the notice up to a period of thirty (30) days from the notice date.

ARTICLE VI MEETINGS

- Section 1: Meetings of the Friends will be held not less than quarterly. All current members of the Friends are welcome to attend Board meetings.
- Section 2: Annual Meeting will be held no earlier than June 15 of the old fiscal year or no later than July 15 of the new fiscal year. At the Annual Meeting, the following will be accomplished:
- A. Election of those officers on Executive Committee terms have expired.
 - B. Presentation of progress reports by the Board of Directors, Treasurer and standing and ad hoc committee chairs.
 - C. Presentation of the fiscal year-end financial statement and the proposed budget for the new year for approval of the membership.

ARTICLE VII COMMITTEES (Appointees)

- Section 1: The Chairs of standing committees will be appointed by the Executive Committee and are members of the Board of Directors:
- A. Membership: The Chair and committee will develop procedures and programs to increase the number of new Friends' members and maintain lists to include at least names, addresses, phone numbers, e-mail addresses, if applicable, membership expiration dates and volunteer interests.
 - B. Public Relations /Marketing: Chair and committee will develop methods of advising the community about the Friends' goals and activities.
 - 1. Newsletter Subcommittee: The PR/Marketing Chair will appoint an individual (or individuals) to write and distribute the Friends' newsletter, "Friends of the Carson City Library" (F.O.C.C.L.), such publication to be issued not less than quarterly.
 - C. Bookstore Operation: The Chair and Committee will oversee all bookstore and book sale operations.
 - 1. Scheduling: The Chair shall appoint one or more members to schedule members to work at the book store or for persons to work at book sales and special events.
 - D. Bylaws Monitoring and Records Management: The Chair and committee will meet at least annually to review the Friends and. After the review(s), the committee will recommend any Constitution and/or Bylaws changes to the Board of Directors for action.
 - 1. The Chair, committee and President will provide for safe keeping and maintenance of

required forms and documents and set forth a log of record retention and destruction dates pursuant to the Internal Revenue Service requirements and in accordance with generally accepted accounting principles.

E. Historian: The Chair and Committee will keep scrapbooks up to date with press releases, mementos from Friends' activities and other documents pertaining to the activities of the Friends.

F. Budget: Chair and committee are responsible for preparing and presenting the Friends' budget. Prior to approval at the Friends' Annual Meeting, the Chair will call a meeting of the Budget Committee (Executive Committee) as per Section VIII 2. below. The Chair will also present a semi-annual report to the Board of Directors on the status of the Friends' fiscal activity as it corresponds to the adopted budget. The Chair will report at any meeting, when it appears there are significant matters concerning the budget or when a new non-budgeted expenditure is being contemplated by the Board of Directors.

G. Correspondence Chair: will handle all Board Correspondence and report same to the Board of Directors.

H. Ad-Hoc or Subcommittees: Standing Committee Chairs may form subcommittees to meet specific program needs of their committees. Ad-hoc committees may be formed and appointed at the direction of the Board of Directors.

ARTICLE VIII FUNDS

Section 1: The Budget Chair and Budget Subcommittee will meet approximately two (2) months before the fiscal year end for the purpose of reviewing the organization's accounts and the preliminary budget report noted in VII A above. The Budget Chair will send a letter to the Director of the Carson City Library requesting potential funding that might be needed for the Library and requesting a response in time to prepare a draft budget for the Budget Subcommittee meeting. The Budget Subcommittee will review the Library's requests and recommendations from the Budget Chair on these requests. The Subcommittee will then approve a draft response to the Director and the final budget draft for Board approval. Upon Board approval, the Budget Chair will send a response to the Director listing amounts and recommendations for funding the Library's requests. The Budget Chair will then prepare a packet containing the Director's request and the Board approved response, along with the approved budget documents for review and action for approval by the membership at the Annual Meeting.

Section 2: All records of the Friends' funds' acquisition and disbursement will be in accordance with generally accepted accounting procedures.

ARTICLE IX RESIDENT AGENT

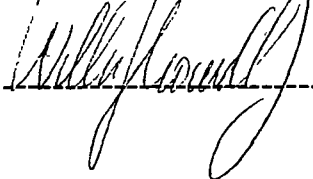
This position, usually filled by the Library Director, files with the Secretary of State an annual list of officers, the organization's address and pays appropriate fees.

ARTICLE X CHANGES TO THE BYLAWS

The Friends' Bylaws may be changed upon approval of the majority of the Board. Any change(s) will be effective at the date of such Board approval (s).

Approval Date:

President:

 President 5-8-10

2009 Form 990E-Z

Friends Financial Activities

4	BEGINNING BALANCE		
5	Checking Acct		
6			
7	INCOME		
8	Memberships		\$3,090.00
9	Book Sales & Other Inc		
10	Book Lovers		\$3,660.00
11	National Librar		\$2,745.25
12	Pancake		\$2,151.00
13	Oktoberfest/Fa		\$4,551.00
14	Holiday Faire		\$3,303.25
15	End of Summe		\$2,240.50
16	Other Sales		\$1,126.50
17	Browsers Corne		\$32,837.35
18	Donations		\$644.00
19	Scolari's Fund		\$26.60
20	Internet Sales		\$3,081.50
21	Brewery Arts		\$600.00
22	Member. Dinner		\$946.00
23			
24			
25			
26			
27			
28	Refunds		\$140.65
29	Special Sales		\$1,105.80
30		SUB-TOTAL	\$62,249.40
31			
32	Transfer to Franklin		
33	Dividends		\$1,898.40
34	Trnsf Cap Imp		\$32,769.35
35		TOTAL	\$96,917.15

6	EXPENDITURES-Friends		
7	Rentals		\$1,887.85
8	Books, Flyers, Maps etc.		\$303.50
9	Memberships, Dues		\$365.00
10	Postage, Supplies, Printing		\$1,105.62
11	Meetings/Entertainment		\$2,253.57
12	Gifts		\$160.00
13	Browser's Equip & Supp		\$0.00
14	Furniture, Signage		\$0.00
15	Friends Equipment		\$0.00
16	Tee Shirts		\$90.65
17	Ads, Promotions		\$2,997.30
18	Oktoberfest/Fall Sale		\$1,500.00
19			
20		Subtotal	\$10,663.49
21	Programs--CC Library		
22	Summer Reading		\$4,000.00
23	Staff/Volunteer Appreciat		\$0.00
24	National Library Week		\$0.00
25	Special Events		\$0.00
26			
27		Subtotal	\$4,000.00
28	Donations to CC Library		
29	Youth Dept		\$2,000.00
30	Guest Authors		\$0.00
31	Staff Travel & Training		\$2,373.20
32	Books		\$6,000.00
33	Furnishings/Ck Out System		\$800.00
34	Computers, Internet		\$0.00
35	Audio-Video Equip & Supp		\$7,750.31
36	Signs, Decorations		\$0.00
37	Memorials		\$0.00
38		Subtotal	\$18,923.51
39			
40	TOTAL EXPENSES		\$33,587.00
41			
42	BALANCE FORWARD		
43	Checking Account		\$19,074.08
44	Franklin Money Fund		
45	Capital Imperial Bank		\$159,462.29
46		Total	\$178,536.37