

By-laws of FoSCL as agreed on 26th April 2017

Membership

- Friends will be asked to contribute £10 annually
- Membership renewal due annually at month end of joining
- Members registered with a unique number
- Members will be contacted via the SC magazine, email, posters in the library or on-line

Accounts and Expenditure

- Year end date of 31st October
- All monies from subscriptions will be paid into a dedicated bank account, which will need two of three approved signatories
- The Treasurer will maintain accurate accounts
- Honorary Auditor appointed to examine the annual accounts and ensure they are materially correct
- Monies from subscriptions will be spent on books and other resources for the library
- Books bought with the fund will be marked with a FoSCL bookplate
- A list of purchases will be available to view in the library and will be accounted for at the AGM
- Suggestions for purchases may be made, but final decisions will be at the discretion of the branch library staff
- Books will mostly be purchased and processed by Oxfordshire Libraries Service, but a small number may be purchased from Amazon or other sources by the library staff
- Books will be available as part of the Oxfordshire Library Service but may be held at Sonning Common Library for as long as the Branch Librarian feels appropriate

Trustees

- Potential nominees for Trustee should be sent information about their responsibilities and be required to complete the approved "Fit and Proper Person Declaration" prior to nomination at General Meeting or being Co-opted as a Trustee.
- Trustees will abide by the Partnership Agreement made by the Steering Group with Oxfordshire County Libraries. A copy of the agreement is available in the Library
- Minutes of General Meetings will be kept by the secretary and will be available to view in the library

friendsofsonningcommonlibrary@gmail.com