

Appendix F: Youth Services and School Librarians Division Bylaws

Youth Services and School Librarians Division - Bylaws

ARTICLE I. NAME

The name of this organization shall be Children's and School Librarians Division of the Alabama Library Association.

ARTICLE II. OBJECT

The object of this division shall be to promote library services to children and young people.

ARTICLE III. MEMBERSHIP

Section 1. Eligibility

- a. Any member of the Alabama Library Association interested in the object of this Division may become a member.
- b. Members of the Alabama Library Association may become members of the Division on payment of dues to Alabama Library Association.

ARTICLE IV. OFFICERS

Section 1. Makeup

The officers of the Division shall be the Chairman, Vice-chairman, Chairman-elect, and Secretary, all of whom shall be members in good standing of the Alabama Library Association. The Chairman shall automatically be succeeded by the Vice-Chairman.

Section 2. Duties

The chairman and vice-chairman shall represent the Division on the Executive Council of the Alabama Library Association and shall represent the Division in as many of the various groups and interests of the Division as possible.

Section 3. Executive Committee

The elected officers and chairman of committees shall make up the Executive Committee of the Division.

Section 4. Term of Office

The term of office shall be the fiscal year. The Executive Committee shall make appointments to fill any vacancies in the elective positions.

Section 5. Nomination

A committee of three members to nominate candidates for elective positions shall be appointed by the chairman. This committee shall be appointed at such time that it may select a slate of officers to be presented at the general meeting of the Division. Nominations other than those presented by the Nominating Committee may be made from the floor with the consent of the nominee.

ARTICLE V. DUTIES OF OFFICERS

Section 1. Chairman

It shall be the duty of the Chairman to preside at the meetings of the Division, to appoint committees and to perform such other duties as the office may require.

Section 2. Vice-Chairman

In the absence of the Chairman, the Vice-Chairman shall perform the duties of the office of Chairman.

Section 3. Secretary

- a. The secretary shall act as recording secretary and as a corresponding secretary when so directed by the chairman. A record shall be kept of the proceedings of the meetings. Reports of activities of the Division shall be sent to the ALLA publication editors
- b. It shall be the duty of the secretary to keep records of such and to render an account of all such transactions at the regular meetings of the Division, or when called for by the chairman. All records shall be transmitted to the appropriate succeeding officers.

ARTICLE VI. MEETINGS

Section 1. Time and Place

This Division shall meet at the time and the place of the meeting of the Alabama Library Association.

Section 2. Special Meetings

Special meetings may be called by the chairman and/or the Executive Committee if the occasion demands such a meeting. Such meetings shall be announced through ALLA publications or by mail to members three weeks before the proposed meeting.

Section 3. Quorum

The quorum for a meeting or mail vote shall consist of 10 percent of the Division membership.

ARTICLE VII. COMMITTEES

Section 1. Creation

Committees shall be appointed as needed by the Chairman of the Division, with the approval of the Executive Committee.

Section 4. Ex-Officio Officers

The Chairman shall be an ex-officio member of all committees except the nominating committee.

Section 5. Reports

Each committee shall make a report at the general meeting.

ARTICLE VIII. VOTING PRIVILEGES

All paid members of the Division shall be eligible to vote in person or by mail.

Article IX. Dues

Annual dues for each fiscal year are recommended by the Executive Council and set by the Association at its annual convention.

Article X. Amendments

Bylaws shall be adopted and/or amended upon a written recommendation of the Committee on Bylaws. Proposed amendments shall be published in ALLA publications or mailed to the membership three weeks prior to the time when the amendments are to be voted upon either at a regular meeting or by mail. A majority vote as provided in Article VI, Section 3, is needed to amend the Bylaws.

Article XI. Parliamentary Authority

The parliamentary guide for the Division shall be *Robert's Rules of Order*, latest revision, at all points not covered by the Constitution and Bylaws.