

# PUBLIC LIBRARY SECTION BYLAWS

## **Article I**    **NAME**

**Section 1.**    The name of this section of the North Dakota Library Association will be the Public Library Section.

**Section 2.**    The official abbreviation will be PLS.

## **Article II.**    **PURPOSE**

**Section 1.**    As an integral part of the NDLA organization, the Public Library Section exists to promote interest and participation in quality public library service to:

- A.**    support NDLA in accomplishing its objectives;
- B.**    promote improvement and expansion of public library service;
- C.**    provide a forum for common concerns and interests; and,
- D.**    provide a vehicle for action on behalf of public libraries and librarians.

## **Article III**    **MEMBERSHIP**

### **Section 1.    Membership**

Any person employed full or part-time in a public library or otherwise interested in public libraries information shall, upon payment of the specified NDLA individual membership dues, be eligible for membership and have the right to vote.

## **Article IV**    **MEETINGS**

All meetings are open where PLS business is discussed or where any formal action is taken is open.

### **Section 1.    Annual Meeting**

The Section holds an annual meeting is held to conduct business and provide continuing education at the time of the NDLA conference. Notice for the business meeting shall be given with the call for conference in the Association's newsletter.

### **Section 2.    Quorum**

Ten members of the section's membership constitute a quorum for transaction of business at any general membership meeting.

### **Section 3.    Presentations**

Programs with speakers, discussion groups, workshops and similar programs will not require a quorum.

## **Article V.**    **NOMINATIONS AND ELECTIONS**

### **Section 1.    Nominations**

The Chair will appoint a Nominations Committee. The NDLA Executive Board approves the nominations prior to the creation of the ballot.

**Section 2. Elections**

The NDLA Nominations and Election Committee assumes responsibility for conducting the election. All elections of the PLS officers will be conducted by ballot in compliance with NDLA ballot procedures. The ballot, which provides for write-in votes, will be distributed to the voting membership at least thirty days prior to the annual conference.

**Article VI OFFICERS**

**Section 1. Term**

Officers will be elected for a one-year term and assume their duties at the close of the annual conference following their election. The Chair-Elect succeeds the Chair upon expiration of the Chair's term.

**Section 2. Executive Committee**

The Executive Committee is composed of the Section officers: Chair, Chair-Elect, and Secretary. The immediate Past Chair is an ex-officio non-voting member of the Committee.

**Section 3. Duties of Officers**

- A. The Chair will preside at all meeting of the PLS; attend the NDLA Executive Board meetings as a voting member of the Board; submit a written report for each meeting and an annual report at the annual conference; plan PLS programming; maintain the PLS Policies Handbook; send Section news to *The Good Stuff*, editor regularly; submit budget to the NDLA Finance Committee; assure a slate of nominations for offices is submitted to the NDLA Nominations and Elections Committee; and, assume all other responsibilities in accordance with Section needs.
- B. The Chair-Elect will upon request of the Chair, exercise the authority of the Chair in the Chair's absence; plan the program for the annual conference; and carry out other duties as assigned by the Chair.
- C. The Secretary will record and distribute minutes of the meetings to the Section membership within one month of the meetings; handle correspondence, memos, and other duties with requested by the Chair; Chair the Bylaws Committee.

**Section 4. Vacancies**

Vacancy in the Chair position will be filled for the duration of a remaining term by the Chair-Elect. A vacancy in the office of Chair-Elect and Secretary will be filled by Chair appointment until elections.

**Section 5. Removal of Officers**

- A. Elected officers of the Section maybe removed from office for just cause. A two-thirds majority vote of the Executive Committee is required to authorize a mail ballot to the membership seeking removal of an officer(s). Officers being considered for removal cannot vote during removal procedures. An affirmative vote of two-third majority of the votes returned removes an officer upon validation of election results.
- B. Just cause is defined as any willful violation of the provisions of the NDLA Constitution or Bylaws, or Section Bylaws violation of statutory law which tarnish the reputation of the Association or Section, or incapacity in executing the responsibilities of the office.

**Article VII**    **AMENDMENTS**

**Section 1.** All proposals for amending the Bylaws will be submitted in writing to the Constitution, Bylaws and Policies Committee. The NDLA Executive Board approves section bylaws revisions.

**Section 2.** Proposed Bylaws changes will be presented in writing to the membership at least one month before voting.

**Article VIII**    **FEES, GRANTS, SPECIAL ASSESSMENTS**

**Section 1.** Fees, grants, or special assessments under consideration by the Section will be submitted to NDLA Executive Board for approval.

Adopted: September 1985

Revised: June 1988

Accepted: September 1989

Revised: September 1999

Approved by: NDLA Executive Board: May 15, 2000

Ratified by Section: September 2000

Revised: September 2008