

**NDLA Constitution, Policy and Bylaws
Quarterly Report, September 2008
Kirsten Baesler, Chair**

- Placed the revised Intellectual Freedom Committee Policies Handbook approved at the May 2008 Executive Board meeting in the NDLA Policies Handbook.
- Sent a digital copy of the revised Intellectual Freedom Committee Policies Handbook to the web editor for posting on the website.
- Revised Nominations & Elections Committee Policies Handbook to reflect changes in the distribution of ballots. These revisions will be presented to Executive Board for approval if the Bylaws Change is approved by the general membership at the 2008 Conference.
- Prepared language for the ballot to change Association Bylaws that would allow different means of distribution of ballots to include possibilities such as e-mail or electronic survey.
- Prepared language for ballot to change each section and roundtable bylaws to allow different means of distribution of ballots to include possibilities such as e-mail or electronic survey.
- Prepared language for ballot to change the Association's Constitution to allow different means of distribution of ballots to include possibilities such as e-mail or electronic survey.
- Sent prepared ballot language to The Good Stuff Editor for publication and to the Nominations and Elections Chairperson for inclusion in the ballot mailing.
- Reviewed our Constitution, Bylaws and Policies and Sturgis rules to determine proper course of action regarding our slate of candidates for the 2008 election.
- Complying with the direction given to me by the Executive Board at the May 30, 2008 Executive Board meeting, I submitted a request to the Web Editor to revise all policy handbooks that do not yet have the new reimbursement language. (Executive Board Policies Handbook, Executive Secretary Policies Handbook, Search Committee for Executive Secretary Policies Handbook, President's Policies Handbook, President Elect Policies Handbook, Past President Policies Handbook, Treasurer Policies Handbook, ALA Councilor Policies Handbook, MPLA Policies Handbook, Academic and Special Libraries Policy Handbook, GODORT Policies Handbook, New Members Roundtable Policies Handbook, Public Library Section Policies Handbook, SLAYS Policies Handbook, Technical Services Policies Handbook, Archivist/Historian Policies Handbook, Constitution, Bylaws and Policies Policy Handbook, Good Stuff Editorial Committee Policies Handbook, Legislative Policies Handbook, Membership Policies Handbook, Nominations and Election Policy Handbook, Professional Development Policies Handbook, Public Relations Policies Handbook, and ND State Librarian Policies Handbook.)
- Reviewed proposed changes to Librarian of the Year Award that clarifies responsibilities and deadlines .

- Recommended that the proposed changes to the Librarian of the Year Award be approved and added to the Executive Board Policies Handbook and posted on the web site.
- Placed the revised Librarian of the Year Award into the Executive Board Policies Handbook.
- Sent a digital copy of the revised Librarian of the Year Award to the web editor for posting on the website in the Executive Board Policies Handbook and on the Awards page.
- Reviewed proposed changes to Major Benefactor Award that clarifies responsibilities and deadlines .
- Recommended that the proposed changes to the Major Benefactor Award be approved and added to the Executive Board Policies Handbook and posted on the web site.
- Placed the revised Major Benefactor Award into the Executive Board Policies Handbook.
- Sent a digital copy of the revised Major Benefactor Award to the web editor for posting on the website in the Executive Board Policies Handbook and on the Awards page.
- Reviewed proposed changes to Past-President's Policies Handbook.
- Recommended that the proposed changes to the Past-President's Policies Handbook be approved.
- Placed the revised Past-President's Policies Handbook into the NDLA Policies handbook.
- Sent a digital copy of the revised Past-President's Policies Handbook to the web editor for posting on the website.
- Reviewed our Association Bylaws and determined that every committee is required to submit an annual report.
- Prepared Constitution, Bylaws and Policies Committee report for September 2008 Executive Board meeting.
- Prepared Constitution, Bylaws and Policies Committee Annual Report for 2008 annual meeting.