

Constitution for the Vermont School Library Association
Constitution Updated- July 2007

VSLA Constitution

Article I: Name

The name of this organization shall be the Vermont School Library Association.

Article II: Purpose

The purpose of this organization shall be:

- a. to promote student learning through effective use of educational standards
- b. to promote the development and implementation of educational media programs in Vermont
- c. to define professional standards and encourage growth among its members
- d. to collaborate with all entities involved with education and school librarianship

Article III: Membership

Membership shall be open to any person interested in the organization's purpose as stated in Article II.

(II) The membership of this organization shall be classified into any one of the following:

Section 1: Active Membership

- a. This membership shall be open to all persons accepted as such by this organization.
- b. Active members shall be entitled to vote, to hold office, to serve on committees participate in the VSLA list serve, and to receive any publications prepaid or contracted for by this organization.

Section 2: Honorary Membership

- a. This membership shall be open to those selected by a majority vote of the Executive Board or the voting membership of this organization at any general meeting.
- b. This membership is extended to individuals whose contributions to this organization are considered worthy of this honor.
- c. Honorary members shall be entitled to all privileges granted an active member except to hold elective office.

Article IV: Officers and Executive Board

Section 1: The elective officers of this organizations shall be:

- a. President
- b. Vice-President (President-Elect)
- c. Secretary
- d. Treasurer

Section 2: The Executive Board shall consist of the officers of this organization, the immediate past president, the chair of each standing or appointed committee, and a representative from each of the regional organizations.

Section 3: Executive Board members may be relieved of their duties if membership in VSLA lapses, or if they fail to attend three Board meetings in a school year.

Article V: Amendments

Section 1: Proposed amendments to this constitution may be submitted to the Professional Concerns Committee.

Section 2: Proposed amendments approved by the Executive Board shall be submitted to the membership not less than thirty days prior to a duly called and constituted meeting or a special meeting called for the purpose of an amendment consideration.

Section 3: Proposed amendments shall be voted upon by those members present and eligible to vote, and must pass by a two-thirds (2/3) vote of said membership.

Section 4: Proposed amendments to the by-laws shall be handled in the same manner.

BY-LAWS

Article I: **Elective Officers' Duties**

Section 1: The PRESIDENT shall

- a. preside at all Executive Board and general meetings
- b. serve as *ex officio* member of all committees
- c. appoint all committee chairs with the approval of a majority vote of the Executive Board
- d. serve on the NEEMA Executive Board as VSLA President
- e. be responsible for the Vermont Library Conference in May (shared with VLA President)

Section 2: The PRESIDENT-ELECT/VICE-PRESIDENT shall

- a. preside at any meeting in the absence of the president
- b. be responsible for any duties that the president may designate

Section 3: The SECRETARY shall

- a. keep accurate minutes of all Executive Board meetings
- b. keep accurate minutes of all membership meetings and shall publish those minutes in the next Association newsletter
- c. distribute accurate minutes of meetings to the Executive Board prior to the next duly called meeting
- d. receive and file copies of the annual reports of all committee chairs
- e. responsible for all correspondence as directed by the President, the Executive Board or the Association

Section 4: The TREASURER shall

- a. perform the usual duties assigned to this office including records, receipts, expenditures and financial reports
- b. be responsible for the preparation of an annual budget to be presented to the membership at the annual meeting
- c. have the responsibility for the payment of all bills against the organization
- d. arrange for an annual audit of the books

Section 5: The PAST-PRESIDENT shall

- a. collect all committee notebooks at the end of her/his term of office and revise current responsibilities to reflect any change in duties
- b. make available by beginning of next term written duties and responsibilities to serve as a guideline for each committee chair and regional representative

Article II: Elections

Section 1: The elective officers of this organization shall be nominated by a nominating committee appointed by the President, with approval of the Executive Board at least two months prior to the annual meeting.

Section 2: The nominating committee shall prepare a slate of officers to be presented at the annual meeting for action by the membership present.

Section 3: Only active members of this organization in good standing shall be eligible to hold office.

Section 4: The term of office for all officers shall be a period of one year following the elections at the annual meeting.

Section 5: Officers may be elected for successive terms in the same office.

Section 6: The President, with the approval of the Executive Board, shall appoint a member to fill any unexpired term.

Article III: Committees

Section 1: Standing committees shall be appointed annually by the President. They are as follows:

- a. Newsletter editor
- b. Legislative Concerns
- c. Membership
- d. Professional/Educational Concerns and sub-committees as needed
- e. VSLA Award (formally Administrator of the Year)
- f. Fall conference-- rotated among regions
- g. Intellectual Freedom
- h. Technology Concerns/Webmaster
- i. AASL/NEEMA Representative (2 year term June to June)
- j. RETN Affiliate
- k. VT Library Conference Co-Chair

Section 2: Additional committees may be appointed by the President to conduct the work of this organization.

Section 3: All committee chairs shall submit an annual report to the President with a copy to be filed by the Secretary.

Article IV: Meetings

Section 1: The Vermont School Library Association shall meet at least twice annually.

- a. There shall be a meeting in the fall and an annual meeting in the spring.
- b. The time and place shall be determined by the Executive Board.

Section 2: The Executive Board shall meet at least four times a year as called by the President.

Section 3: The voting membership in attendance at the meeting of this organization shall constitute a quorum.

Section 4: Special meetings of the membership may be called by a majority of the Executive Board.

Section 5: The Secretary shall notify the membership of any general meeting at least fifteen days prior to the date of the meeting.

Section 6: Roberts Rules of Order, revised, shall be the authority on all questions of parliamentary procedure. A parliamentarian may be appointed by the President to be present at all general meetings.

Article V: Dues

Section 1: Dues shall be assessed to the membership as recommended by the Executive Board and voted upon by the membership at the annual meeting.

Section 2: Honorary members shall be exempt from any dues to the organization.

Section 3: The fiscal year of this organization shall be from July first of one year through June thirtieth of the following year.

Section 4: Members not paying dues shall be dropped from the active membership list of this organization after due notification by January first, following the end of the fiscal year, by the chair of the membership committee. A current membership list shall be made available to the Executive Board, upon request.

Article VI: Affiliations

This organization shall be affiliated in philosophy with the America Association of School Librarians (AASL), a division of the American Library Association (ALA), the Association of Educational Communications and Technology (AECT), Vermont National Education Association (VT-NEA), and the New England Educational Media Association (NEEMA).

The President shall appoint a delegate to the AASL Affiliate Assembly and to the NEEMA Executive Board. These delegates shall serve a minimum of two years in order to assure VSLA's presence at these groups and to give the delegate an opportunity to become familiar with the operation of the organization to which he/she represents VSLA.

This organization may become affiliated with any national or state association or other association upon a majority vote of the voting members present at any general meeting, after due notification to the membership.

Article VII: Regional Representatives

Section 1: Regional divisions of the membership shall be defined by the Executive Board and distributed to the membership, although regional members are free to attend meetings in any region they so desire.

Section 2: Regional representatives are established to promote rapport among regional members and to provide the Executive Board with regional members' concerns.

Section 3: A representative from each region shall be elected by the region or appointed by the President, and shall be a member of the Executive Board. A brief summary of regional meetings shall be prepared for the Executive Board meetings.

Section 4: Regional meetings shall be held at the discretion of the regional representative or as the need arises within the regional membership.

Article VIII: Policies

This organization shall in no way lend its name to the endorsement of any specific commercial enterprise for the purpose of advertising.

This organization will not sell its membership list except with the express permission of the Executive Board.

Article IX: Dissolution of VSLA

In the event of the dissolution of this organization, any remaining funds in the treasury will be donated to non profit organizations dedicated to education, media, and/or literacy, selected by majority vote of the Executive Board.