

Georgia Council of Public Libraries

Constitution and BYLAWS

CONSTITUTION

ARTICLE I: Name

The name of this Organization shall be the Georgia Council of Public Libraries.

ARTICLE II: Purpose

The purpose of this non-profit Organization shall be to promote and protect public library services for all Georgia citizens through the dissemination of information to the leadership of Georgia's public library systems. Furthermore, this Organization shall strive to improve every aspect of public library services. This shall be done in cooperation with public library users, government officials, and any recognized organization working to improve library service in Georgia, such as Georgia Library Association, RPLAC and Georgia Public Library Service .

ARTICLE III: Membership

Section 1. The legal membership of this Organization shall consist of public library systems represented by the system director with current dues paid. Representatives of the University System of Georgia, Georgia Public Library Service, shall be considered honorary members with no voting privileges.

Section 2. Each legal public library system shall have one vote, such vote to be cast by the Director or by such other person as designated.

ARTICLE IV: Governing Body

Section 1. The governing body shall be selected from the designated voting representatives of the legal library systems.

Section 2. The officers of this Organization shall be Chair, Vice-Chair (Chair Elect), Secretary, and Treasurer. The officers, the immediate past Chair and Chair of each Standing Committee shall constitute the Executive Board; who shall have general supervision of the affairs of the Organization between business meetings of the Organization.

Section 3. No official business may be conducted by the Executive Board without the notification of every member of the Executive Board Should action

requiring a vote be needed at an Executive Board meeting, a quorum is 50% of the Executive Board.

Section 4. A vacancy in the Chair's position shall be filled by the Vice Chair. A vacancy in the Vice Chair's position shall be filled by ballot, either traditional mail or electronic mail, with two candidates nominated by the Executive Board and space for a write-in candidate. A vacancy in any other office shall be filled with an appointment by the Executive Board to complete the unexpired term.

Section 5. A. The Standing Committee shall be: Legislative, and Awards and Special Events, and Nominating. The Chair and members of each Committee shall be appointed by the Chair of the Organization.

B. Special Committees as needed shall be appointed ad hoc by the Chair.

C. The Chair of the Organization shall serve as an ex-officio member of all committees, except the Nominating Committee, and when unavailable for committee meetings, the Vice-Chair shall serve as an alternate.

ARTICLE V: Amendments

Section 1. This Constitution may be amended at any meeting of the Organization by a two-thirds vote of the legal members present.

Section 2. The Bylaws may be amended at any meeting of the Organization by a majority vote of the legal members present.

Section 3. Notice of changes shall be provided in paper or electronic format to all legal members two weeks prior to the meeting at which the vote is to be taken.

BYLAWS

ARTICLE 1: Parliamentary Authority

Roberts Rules of Order (Newly Revised), in the latest edition, shall be the parliamentary authority of this Organization, subject to any special rules which are adopted.

ORDER OF BUSINESS

1. Reading and Approval of Minutes and Treasurer's Report.
2. Standing Committee Reports.
3. Ad Hoc Committee Reports.
4. Special Order – matters previously assigned.
5. Old or Unfinished Business.
6. New Business.
7. Adjourn.

ARTICLE II: Meetings

- Section 1. The Organization shall meet in conjunction with the GPLS Directors' Meetings.
- Section 2. A quorum shall consist of over 50 percent of the legal members.
- Section 3. Special meetings may be called by the Chair or upon the written request of twenty percent of the legal members for the transaction of business stated in the call for the meeting. No business other than that for which the meeting was called may be discussed or conducted at a called meeting.
- Section 4. Prior to each regular or special meeting and at least two weeks in advance, the Secretary, as directed by the Chair, shall notify each member of the date, time, and place of the meeting.

ARTICLE III: Term of Office and Election

- Section 1. The term of office for each officer shall be one year.
- Section 2. The Nominating Committee will present a slate of officers at each Spring meeting. Elections of officers shall be by ballot at the meeting. Provisions shall be made for nominations from the floor and write-in votes.

Section 3. The term of office for the Chair of each Standing Committee shall be one year, beginning July 1.

Section 4. Failure to comply with the provisions of the Constitution and Bylaws shall be just cause for the removal of any position or officer. Such action shall be done with the agreement of over 50 percent of the legal membership.

ARTICLE IV: Duties and Responsibilities of the Executive Board

Section 1. The Chair shall preside at all regular or special Georgia Council of Public Library meetings. S/He shall appoint all committees and shall be an ex-officio member of all committees, except the Nominating Committee. S/He shall vote only to break a tie. It is the Chair's responsibility to see that all Committee and Board Assignments are fulfilled.

Section 2. The Vice-Chair (Chair Elect) shall preside in the absence of the Chair. All other duties of the Vice-Chair shall be assigned by the Chair.

Section 3. The Secretary shall record the official actions of the Organization and maintain custody of the official records. The Secretary shall provide copies of the minutes for all legal members.

Section 4. The Treasurer must be bonded for the maximum amount of the Treasury. S/He shall deposit all monies received by the organization in a designated account. S/He shall maintain a record of all transactions, receipts, and expenses and shall report these at each meeting. All bills must be approved by the Chair before they are paid. An official copy of all financial records shall be provided to the Secretary for the official records.

The Treasurer shall maintain a list of all legal members, and shall send an invoice for the dues annually during the first month of the fiscal year. Legal members shall be members with dues current at the time of the meeting.

Section 5. Standing Committees and Duties shall be as follows:

A. Legislative.

Will communicate and coordinate legislative priorities with the Chair, Legislative lobbyist, and GPLS representatives.

B. Awards & Special Events.

Will recognize retirees with plaques and gifts. Will coordinate any special Georgia Council events, with the exception of legislative events.

C. Nominating.

Will present a slate of officers annually at the Spring meeting. In accordance with Robert's Rules of Order, will facilitate election of officers at the Spring meeting.

D. Executive Board

The Executive Board is the governing body of the Georgia Council of Public Libraries with authority to enter into contracts with individuals or agencies to provide legislative, legal or other consulting services for the Organization.

ARTICLE V: Finance

Section 1. The fiscal year for the organization shall be from July 1 through June 30 of the next year.

Section 2. Dues shall be payable annually. Dues must be paid to ensure voting eligibility. Dues for shall be based on population figures released by the Governor's Office of Planning and Budget, according to the rate schedule approved by the membership.

Section 3. This Organization shall be authorized to accept funds and other bequests from any individual, association, or corporation.

Adopted September 8, 1975
Amended September 15, 1976
Amended April 19, 1978
Amended October 4, 1984
Amended March 26, 1987
Amended December 7, 1989
Amended December 5, 1991
Amended April 6, 1994
Amended August 21, 1997
Amended August 16, 2002