

# Maine Library Association Bylaws

## Article I Name

The name of this organization is the Maine Library Association (the "Association").

## Article II Mission and Objectives

Mission: The mission of the Maine Library Association is to promote and enhance the value of Maine libraries and librarianship, to foster cooperation among those who work in and for Maine libraries, and to provide leadership in ensuring that information is accessible to all citizens from their libraries.

Objectives: The Maine Library Association:

- Advocates for Maine libraries and encourages their growth and development
- Provides opportunities for continuing education, workshops, or conferences
- Provides tools and mechanisms to exchange ideas and meet
- Serves as a source of information about trends and issues
- Works in partnership with non-library and library groups and organizations that also serve our membership
- Encourages and fosters a spirit of cooperation among all who work in libraries.

## Article III Members

### Section 1.

Any person, library or other institution interested in library work may become a member on payment of dues as determined annually by the Council upon recommendation of the Membership Committee. (See Dues Appendices) Members of the Association shall consist of:

- Personal members who are entitled to full membership benefits, including but not limited to voting rights, newsletters and discounts at Association events and meetings.
- Business members are entitled to a single copy of newsletters but have no voting rights and receive no discounts at Association events and meetings.
- On recommendation of any member and by a two-thirds vote of the Council, the Association may elect as honorary members persons whose service to library work in Maine or elsewhere has been outstanding. (See MLA Honorary Membership Guidelines at end of job descriptions in handbook.)

### Section 2.

Members of interest groups shall pay dues according to the prevailing schedule of dues. Each interest group chair, appointed by the President, shall be represented on the board with a vote. If a need for funds for a stand-alone program or another need is desired, this will be requested by the chair during the budget process. The Chair of the Membership Committee will furnish to the Chair of each interest group a list of new and renewing members at the end of each membership year. Article IV Fiscal Year

The fiscal year of the Association begins on July 1 and ends on June 30. Dues will be paid on a rolling basis based on the date of joining or renewal. Members in good standing are entitled to receive all benefits of membership including discounts negotiated on their behalf, an annual report of the Association and a financial summary upon request. New members may join at any time. The membership roll will be purged of members who have been inactive over 1 year at the end of the fiscal year.

## Article V Officers

### Section 1.

The officers of the Association are President, Vice President/President Elect, Secretary, Treasurer, the immediate Past-President and two Members-At-Large. The Vice-President/President Elect and one Member-At-Large are elected biennially in odd numbered years. The Secretary, Treasurer, and the other Member-At-Large are elected biennially in even numbered years. These officers shall perform the duties prescribed by the bylaws and by the parliamentary authority adopted by the Association. All officers except the immediate Past-President and President are elected by ballot, and shall serve until their successors are elected. The term of office for officers begins on the first day of the fiscal year. Balloting shall have occurred prior to the beginning of the fiscal year.

### Section 2.

The right to hold office is restricted to members. Anyone wishing to submit a name as a candidate for an office should contact the chair of the Nomination Committee at least 60 days prior to the date ballots will be distributed. The Nominations committee may submit one or more names for each position to be filled.

### Section 3

The duties of each officer and committee will be described in the MLA Board Handbook.

## Article VI Meetings

An annual meeting of the Association must be held once a year at a time and place designated by the Council. Special meetings may be held at such times and places as the Council may designate or upon the written request of ten members of the Association. All members must be notified thirty days in advance of the time and place of meetings and the purpose of the meeting must be stated in the call.

## Article VII Council

### Section 1.

The Council shall consist of from 1-18 members including the officers of the Association, the chair of each standing committee listed in these bylaws, the representative to the New England Library Association, a member of the Council of the American Library Association, who may be one of the foregoing or an additional person, and representatives of MLA Interest Groups.

Additional representatives of other organizations to the Council include a liaison from the Maine Association of School Libraries, a liaison from the Friends of Maine Libraries, a trustee liaison appointed by the MLA President, and the State Librarian. These representatives from other organizations and the Parliamentarian are ex-officio members without vote.

Section 2.

The member of the Council of the American Library Association is elected by ballot for a three-year term.

Section 3.

A quorum shall consist of six members of the Council. Resolutions of the Council shall be passed by the vote of a simple majority of its members present and voting.

Section 4.

The Council may meet in person, by teleconference, or electronically. All such meetings will be made known to the membership in an appropriate and timely manner. Voting may be conducted electronically or in person. Resolutions of the Council voted on electronically shall be passed by the vote of a simple majority of those voting.

Section 5.

A vacancy shall be declared for any board member who is absent without prior notification from three regular board meetings in the period of one year. A vacancy on the Council shall be filled by an interim appointment by the president, with the approval of the Council and shall serve the remainder of the unexpired term. In the case of a vacancy in the presidency, the Vice President/President Elect becomes President and shall serve until the end of the term.

## Article VIII Committees and Boards

Section 1.

The President shall appoint the following standing committees: Communications, Conference & Continuing Education, Intellectual Freedom, Legislative, Membership, Nominations, and Scholarship.

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Section 3.

The Committee on Nominations is charged with submitting a slate of officers to the membership with voting open for 14 days. Voting must be completed at least 30 days prior to the beginning of the fiscal year.

Section 4.

Other committees may be created by the Association as the President or the Council may from time to time deem necessary. The President is ex-officio member of all committees.

## Article IX Interest Groups

Section 1.

Members of the Association who are engaged in the same general field or have a special interest in common may organize into an interest group after obtaining the approval of their petition by the Council.

Section 2.

A petition for establishment of an interest group must state the purpose and demonstrate the need for the proposed interest group. Such petitions must be signed by not less than ten members of the Association who thereby signify their intention of becoming charter members of the interest group.

Section 3.

Each interest group is entitled to [budget, if they have planned activities requiring one](#). All interest groups must file a request for [a budget to the treasurer for budget considerations](#). This form will be provided to each interest group by the [Treasurer when the budget process begins](#).

Section 4.

The Association has no other obligatory financial responsibility to an interest group. However, requests for additional funds may be placed before the Council for consideration. [All funds for Interest Groups will be held by the Association and will be dispersed as approved in the budget](#).

Section 5.

[Each active Interest Group is entitled to a council representative](#).

Section 6.

Each time an interest group changes officers, it must file with the Secretary of the Association the names and addresses of its officers. Section 7.

[An interest group must meet certain requirements of participation and endeavors \(outlined in the handbook\) to remain active](#). By vote of the [Council](#), an interest group may be discontinued when it has been inactive for two years.

## Article X IRC 501 (c) (6) Tax Exemption Provisions

Section 1.

Notwithstanding any other provisions of these articles, the organization is organized exclusively for one or more of the purposes as specified in [Section 501 \(c\) \(3\)](#) of the Internal Revenue Code of 1986, and must not carry on any other activities not permitted to be carried on by an organization exempt from Federal income tax under IRC 501 (c) (3) or corresponding provisions of any subsequent laws.

Section 2.

No part of the net earnings of the organization may inure to the benefit of any member, trustee, director, officer of the organization, or any private individual (except that reasonable compensation may be paid for services rendered to or for the organization), and no member, trustee, officer of the organization or any private individual is entitled to share in the distribution of any of the organization's assets on dissolution of the organization.

Section 3.

No substantial part of the activities of the organization may be carrying on propaganda, or otherwise attempting to influence legislation [except as otherwise provided by IRC 501 (h)] or participation in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of or in opposition to any candidates for public office.

Section 4.

In the event of dissolution, all of the remaining assets and property of the organization after payment of necessary expenses thereof must be distributed to such organizations as are qualified under 501 (c) (3) of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent Federal tax laws, or to the Federal government or State or local government for

a public purpose, subject to the approval of a Justice of the Supreme Court of the State of Maine.

#### Article XI Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised will govern the Association in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Association may adopt.

#### Article XII Amendments and Review

##### Section 1.

A copy of each proposed amendment to these bylaws must be distributed to every member of the association at least thirty days before the next annual meeting. These amendments may be discussed and modified before a vote. Proposed amendments become effective when approved by two-thirds of the members present at the annual meeting.

##### Section 2.

These by-laws must be reviewed biennially by the Council. The date of revision is determined by the date of adoption as noted at the **end** of this document.

Adopted: October 30, 2009

Biennial Review: October 2011

[Review: January 2017](#)