**AMENDED 2014**

**Article I: NAME**

The name of this organization shall be: DADE COUNTY LIBRARY ASSOCIATION (DCLA).

**Article II: PURPOSE**

**Section A.** DCLA is a county‐wide professional library organization committed to the support and advancement of libraries, and those interested in library service, through professional development and networking.

**Section B.** DCLA shall fulfill this mission by:

1. Promoting professional growth of its members

2. Providing continuing education opportunities to our members to include ***but not limited*** *to* a fall tour, a spring conference/workshop and a summer speaker/luncheon.

3. Encouraging cooperation and relationships among libraries, library staff and supporters

4. Providing educational assistance and support to students enrolled in a library and information science degree program.

5. Supporting innovative library services and research throughout the county

**Article III: DUTIES OF THE OFFICERS AND THE EXECUTIVE BOARD**

**Section 1**

The administration of the affairs of the Association shall be vested in an Executive Board which shall consist of the duly‐elected officers of the Association: the President, President‐Elect/Vice President, Secretary, Treasurer, immediate Past President, and a Publicity/Marketing Chair.

**Section 2**

The President shall conduct all meetings of the Association and shall be an ex officio member of all committees. Any member is welcome to attend Board meetings.

**Section 3**

The Vice‐President shall preside at meetings in the absence of the President.

**Section 4**

The Secretary and Treasurer shall keep accurate records of their respective offices and shall care for and preserve the records of the Association entrusted to their care. The records shall be handed to their successors in good order.

**Section 5**

All officers shall present a year‐end report to the membership at the Annual Meeting of the Association.

**Section 6**

An officer having three (3) consecutive unexcused absences from Board and/or general membership meetings may be removed from office. Removal of office shall require a majority vote of two thirds (2/3) of the Board.

**Article IV: COMMITTEES**

**Section 1**

Committees are optional and may be appointed or formed on an as needed basis by the President. Committee terms shall exist for the duration of the appointing President’s term in office.

**Article V: ANNUAL MEETING**

The summer speaker/luncheon meeting shall be known as the Annual Meeting.

**Article VI: FISCAL YEAR**

The fiscal year of this Association shall be from September 1 to August 31 to parallel terms of office. At the annual meeting, officers will be announced and installed to take office on September 1.

**Article VII: NOMINATIONS, ELECTIONS, TERMS OF OFFICE**

**Section 1**

Elections are held every other year. In an election year, the secretary will put out a call for nominations and collect all names for all offices in May. All current members at that time can run for office by submitting his or her name within a week of the call.

**Section 2**

The secretary shall verify the membership status of the candidates. Upon confirmation of the status of candidates, voting will begin via electronic means by the secretary and be completed in June. Members have one week to vote from the time the electronic ballot is sent out.

**Section 3**

Terms of office shall be for two years beginning on September 1st following the election.

**Section 4**

Special elections for unexpected board vacancies shall be filled by the slate compiled by the nominating committee, followed by a vote of the general membership.

**Section 5**

If the president cannot fulfill the duties, the President Elect shall serve for the remainder of the term. For all other elected positions a special election shall be conducted.

**Article VIII: MEMBERSHIP AND DUES**

**Section 1**

Membership shall be open to any person engaged in or interested in library services, upon payment of annual dues.

**Section 2**

Members may be accepted at any time; however, dues are payable annually for a fiscal year beginning

September 1st and ending August 31st of the following year.

**Section 3**

Personal dues are sixteen dollars per year.

**Section 4**

Honorary membership (either annual or lifetime) may be conferred upon any individual who has made an outstanding contribution to the Association or the profession by a majority vote of the executive board in any scheduled board meeting. Honorary members are exempt from the payment of dues.

**Section 5**

Only members whose dues are current at the time of sending out the election ballots are eligible to make motions, debate, and vote. All members whose dues are current at the time of voting are eligible to hold office.

**Article IX: BYLAWS**

There shall be bylaws under which the Association shall operate. Bylaws may be amended on by a majority vote of the members, provided that written notification of the proposed change shall have been distributed to the entire membership and at least one week is given to approve or reject.

If approved, revised bylaws will be posted by the date of the annual meeting.

**Article X: PROVISION FOR DISSOLUTION**

In the event of dissolution of the Association, the contents of the Treasury shall be given to the Friends of the Miami‐Dade Public Library System, Inc. after payment of all outstanding debts of the

Association.

**Article XI: PARLIAMENTARY AUTHORITY**

**Section 1**

Business of the association shall be conducted according to Robert’s Rule of Order, Newly Revised.

**Section 2**

A minimum of three out of six Officers and Executive Board Members must be present at each board meeting to hold an official meeting.

Bylaws of the Association were amended and accepted July 2014. Previously amended July 2010.