

CONSTITUTION OF *Tennessee Association of School Librarians*

ARTICLE I – NAME

The official name of this organization shall be **Tennessee Association of School Librarians**, hereinafter referred to as **(TASL)**. No other name will be used in the advertisement or representation of the organization.

Affiliation(s):

- American Association of School Librarians
- Tenn-Share
- Tennessee Library Association

ARTICLE II – PURPOSE

The purpose of this organization shall be to encourage the professional growth and development of Tennessee school library media specialists; to promote cooperation among library media specialists, school administrators, classroom teachers and other persons interested in school library media programs; and to strengthen school library media service in Tennessee.

ARTICLE III – MEMBERSHIP

Section 1 – Qualifications

Any person who is actively engaged in school library media work or any other interested person shall be eligible for membership upon payment of annual dues.

ARTICLE IV - OFFICERS

Section 1 – Officers

There shall be a president, president-elect/conference chair, secretary, and treasurer. The president and president-elect/conference chair shall also be members of the American Library Association, the American Association of School Librarians, and the Tennessee Library Association.

Section 2 – Eligibility

No member shall be eligible to hold office who has not been a member of the organization for one year.

Section 3 – Term of Office

- A. The president, president-elect/conference chair, and secretary shall each serve a one year term.
- B. The treasurer shall serve a two-year term.
- C. No member shall hold office more than twice in succession.
- D. Filling an unexpired term shall be considered as a term in office.

ARTICLE V - EXECUTIVE COMMITTEE

Section 1 - Membership. The executive committee shall be composed of the elected officers, the immediate past president, and one area representative from each of the established TASL regions. The representatives shall be appointed and will be given specific tasks by the current president as terms expire.

Section 2 - Meetings. Meetings of the executive committee shall be held at least two times a year. Special meetings may be called at any time by the president or president elect/conference chair, if necessary.

Section 3 - Quorum. A majority of the members of the executive committee shall constitute a quorum.

Section 4 – Removal of officers. Any officer who cannot or fails to perform his/her duties may be removed from office by a majority vote of the executive committee.

ARTICLE VI – MEETINGS

Section 1 – Annual Meeting. The organization shall have one regular meeting each year to be held at a time determined by the executive committee.

Section 2 - Additional Meetings. Special meetings may be called by the president or president-elect/conference chair with the consent of the executive committee. At least two week notice of special meetings shall be given.

ARTICLE VIII – AMENDMENTS

Section 1 - This constitution may be amended by vote of two-thirds of the members present at any annual meeting provided,

Section 2 - the amendments are offered in writing to the president and the executive committee sixty (60) days prior to the date of the annual meeting and provided further

Section 3 – the amendments are made available to the membership through the newsletter or other communication at least thirty (30) days prior to the annual meeting.

BYLAWS TO THE CONSTITUTION OF *Tennessee Association of School Librarians*

ARTICLE I – ELECTIONS

Section 1 – Election of officers shall take place at the annual meeting of the organization.

Section 2 - Election shall be by a majority vote of members present.

ARTICLE II – DUES

Section 1 – The membership year shall run from January 1 to December 31.

Section 2 - A member whose dues remain unpaid after March 31 shall be dropped from membership.

Section 3 – The annual dues of the organization are recommended by the executive committee and approved by majority vote at the annual meeting.

ARTICLE III – DUTIES OF OFFICERS

A. The **President** shall:

- i) preside at all regular meetings of the organization and all executive committee meetings;
- ii) notify members of meetings;
- iii) attend meetings of the American Association of School Librarians as the Tennessee delegate or appoint a representative;
- iv) appoint, with the approval of the executive committee, the chairs of all task forces and committees;
- v) submit an annual report;
- vi) recommend with the approval of the executive committee, persons to fill unexpired terms;
- vii) perform other duties as outlined in the Officers and Committee Handbook and in Robert's Rules of Order, Newly Revised;
- viii) attend meetings, either live or virtually, of the Tennessee Library Association as TASL's delegate or appoint a representative.

B. The **President-Elect/Conference Chair** shall:

- i) perform the duties of the president when the president cannot be present;
- ii) serve as ex officio executive member of all committees;
- iii) become president upon completion of the term of office as vice president/president elect.
- iv) perform other duties as outlined in the Officers and Committee Handbook and

Robert's Rules of Order, Newly Revised.

v) attend the annual meetings of the American Library Association.

C. The **Secretary** shall:

- i) record and keep in custody the minutes of all meetings;
- ii) have available for reference at all meetings a copy of the constitution, bylaws, officers and committee handbook, and a list of the officers, task force and committee chairs with a listing of their duties;
- iii) handle the correspondence as delegated by the president or executive committee.
- iv) keep on file all communications received and copies of all letters sent;
- v) perform such other duties as are requested by the president of executive committee;
- vi) perform such other duties as outlined in the Officers and Committee Handbook and Robert's Rules of Order, Newly Revised.

D. The **Treasurer** shall:

- i) become bonded;
- ii) be responsible for collecting all annual dues;
- iii) receive all monies due the organization;
- iv) pay all bills provided for in the budget or verified by the president;
- v) keep a proper set of books;
- vi) render a financial report at the annual meeting of the organization and at such other times as requested by the executive committee;
- vii) serve on the finance committee;
- viii) present the books for an annual audit;
- ix) perform such other duties as are requested by the president or executive committee;
- x) perform additional duties as outlined in the Officers and Committee Handbook and Robert's Rules of Order, Newly Revised.

ARTICLE IV – EXECUTIVE COMMITTEE

A. The **Executive Committee** shall:

- i) have the power to administer the affairs of the organization between meetings and shall report its actions to the organization;
- ii) approve the annual budget developed by the finance committee;
- iii) approve recommendations for chairs of all task forces and committees.

ARTICLE V – COMMITTEES

Section 1. Nominating committee.

The president shall appoint a nominating committee composed of three (3) members who shall present to the organization through publication in the newsletter one name for each office. After announcement of these names at the annual meeting, nominations from the floor shall be in order, provided consent of the nominee has been obtained.

Section 2. Conference Committee.

The president shall appoint a Conference Committee composed of the current conference chair, the Secretary, and any other committee members chosen by the conference chairperson. They will be responsible for the planning and organization of a yearly conference and will report on a regular basis to the executive committee.

Section 3. Other Committees.

The president shall be empowered to appoint other committees as necessary at any time, or as directed by a majority vote of the members at any meeting. Duties of such committees shall be defined by the president and published in the Officer and Committee Handbook.

ARTICLE VI – SUSPENSION OF BYLAWS

The bylaws may be suspended in case of emergency by unanimous vote of all members present at the annual meeting or by the recommendation of the executive committee meeting.

ARTICLE VII – ORDER OF BUSINESS

Business shall be conducted according to the TASL Officer and Committee Handbook and, when needed, according to Robert's Rules of Order, Newly Revised.

ENACTMENT OF CONSTITUTION and BYLAWS

This constitution is now enacted on this 25th day of September 2020.

Signed by:

Vicki Winstead _____
President

Lindsey Kimery _____
President-Elect

Elizabeth Shepherd _____
Secretary

Ginny Britt _____
Treasurer