

CALIFORNIA LIBRARY ASSOCIATION
INFORMATION TECHNOLOGY SECTION BYLAWS

ARTICLE 1 - NAME

The name of this organization shall be the Information Technology Section (hereinafter referred to as Section) of the California Library Association (hereinafter referred to as CLA).

ARTICLE 2 - MISSION

The Information Technology Section of the California Library Association will further the mission of CLA and in addition will promote excellence in the management, administration and governance of libraries in California.

ARTICLE 3 - MEMBERSHIP

Section 1. The members of this Section shall be those voting CLA members who designate this Section as specified in the CLA Bylaws.

Section 2. Rights and Privileges of Membership.

- a. The members of this Section are eligible for the rights and privileges of section membership as described in the CLA Bylaws.
- b. Members of this Section may become members of subgroups established by the Section.

Section 3. Dues.

- a. Basic section dues shall be established by the CLA in accordance with its Bylaws and Standing Rules. Supplemental section dues may be established by the Section's board of Directors. Supplemental dues must be approved by a vote of the Section members. A majority vote is required to approve supplemental dues changes.
- b. The supplemental dues schedule shall be reviewed at least every three years at the discretion of the Section Board of Directors.

ARTICLE 4 - OFFICERS AND DUTIES

Section 1. Officers of this Section shall be the Immediate Past President, the President, the Vice President who shall be President Elect, the Secretary, and the Assembly Representative.

Section 2. The duties of the Officers, with the exception of the Assembly Representative, shall be described in the Section's Standing Rules. The duties of the Section's Assembly Representative shall be described in the CLA Bylaws and CLA Standing Rules and may be further described in the Section's Standing Rules.

Section 3. Unless otherwise provided in the CLA Bylaws or these Bylaws, the officers shall assume their duties on the last day of the Annual Conference of CLA following their election and shall serve the term specified in these Bylaws or until their successors are elected and assume office.

ARTICLE 5 - BOARD OF DIRECTORS

Section 1. The Board of Directors of the Section shall consist of the following, who have one vote each: the Section's elected officers.

Section 2. The Board of Directors shall manage the affairs of the Section under the policies adopted by the Section, which shall be consistent with the CLA Bylaws, Standing Rules, and other policies.

ARTICLES 6 - TERMS OF OFFICE

Section 1. The President and Vice President, who shall be elected to serve as President Elect and the Secretary shall be elected for one year terms, or until their successors are selected. The Assembly Representative shall serve the term as described in the CLA Bylaws. The representatives from each Interest Group shall serve a one year term, or until their successor is selected, and may serve a total of three consecutive one year terms.

a. No member shall hold more than one office in this Section at a time except as provided in Article 6, Section 2 below. No officer shall be eligible to serve more than two consecutive full terms in the same office.

Section 2. If an elected officer is unable to serve the full term of office for which he/she was elected, the office may be filled by appointment by the President from among the members of the Section subject to the approval of the Board of Directors. A person selected by the Board to fill out an unexpired term may serve the balance of the unexpired term as well as the balance of the term of the office to which he/she was originally elected simultaneously but maintains only one vote on the Board. Such appointees shall serve the balance of the unexpired term, except as provided below for the Assembly Representative. If the balance of the unexpired term of the Assembly Representative is more than twelve months, the appointed Assembly Representative shall serve until the next CLA election, at which time a slate of candidates to complete the balance of the unexpired term shall be submitted to the Section membership for a vote.

Section 3. Officers who fail to attend more than half of the regularly scheduled meetings of the Board of Directors in any calendar year may be removed for cause by an affirmative vote of two-thirds of the Board. The member shall have the right to be informed of the action and shall be given the opportunity to appear to show cause why he/she should not be removed.

ARTICLE 7 - MEETINGS

Section 1. General Meetings. There shall be an annual business meeting in conjunction with the Annual Conference of the CLA. Other meetings may be called at the discretion of the Board of Directors provided not less than 35 days written notice is given to all Section members. Only the business mentioned in the notice required for other meetings shall be transacted at such meetings. Twice the membership of the Board of Directors plus one shall constitute a quorum.

Section 2. Board of Directors Meetings. Meetings of the Board of Directors shall be held in conjunction with the Annual Conference of the CLA and at other times on call of the President. A majority of the officers and members of the Board of Directors shall constitute a quorum.

ARTICLE 8 - COMMITTEES

Standing and special committees may be authorized by the Board of Directors. Special committees may also be authorized by the President to meet emergency needs. All committees shall report to the Executive Committee.

ARTICLE 9 - NOMINATIONS AND ELECTIONS

Section 1. The President shall appoint a Nominating Committee (which will include a representative of each Interest Group) to nominate candidates for Section officers.

Section 2. Nominations. The Nominating Committee shall present the names of at least two candidates for Vice President/President Elect annually and for Assembly Representative in the appropriate years and at least one candidate for Secretary annually. The Nominating Committee shall file its report with the Section's President.

Section 3. Additional Nominations. Additional nominations may be made by petition signed by not fewer than twenty members of the Section. These petitions must be filed with the President of the Section not less than one month before the deadline established by the CLA election process. No person may be nominated by the Section Nominating Committee or by petition who is not a member of the Section and whose written consent has not been filed with the Nominating Committee.

Section 4. Election. The election shall be held by mail vote in accordance with CLA procedure. All policies and procedures for voting and elections shall be in accordance with the CLA Bylaws and Standing Rules.

ARTICLE 10 - AMENDMENTS

Section 1. All proposals for amending these Bylaws shall be submitted to the Board of Directors which shall establish procedures for consideration of each proposal.

Section 2. Notice of proposed amendments shall be mailed to all voting members at least thirty days prior to the vote or deadline for return of ballots and all elections for such amendments must be held in accordance with policies and procedures of the CLA Bylaws and Standing Rules. The required notice may be mailed separately or may be included in any CLA or Section newsletter which is mailed to all voting members of the Section at the discretion of the Board of Directors and in accordance with CLA editorial and financial policies.

Section 3. These Bylaws may be amended at a membership meeting by the affirmative vote of two thirds of the Section members present and voting or in a mail vote by two thirds of the Section members responding, provided that at least ten percent of the Section members return their ballots.

ARTICLE 11 - RULES OF ORDER OR PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern the Section in all cases to which they are applicable and in which they are not inconsistent with the CLA Bylaws and Standing Rules and any statutes applicable to CLA.

Revised 11/96