

CONSTITUTION OF THE ASSOCIATION OF ARCHITECTURE SCHOOL LIBRARIANS

Adopted March 27, 1980; Amended March 18, 1985, September 30, 1999, April 13, 2002, and December 1, 2006.

ARTICLE I. NAME

The name of the not-for-profit corporation shall be Association of Architecture School Librarians, hereinafter referred to as the "Association."

ARTICLE II. PURPOSE

Section 1. The Association is established to advance academic architectural librarianship, to develop and enhance the roll of architecture school librarians in the advancement of architectural education, and to promote a spirit of cooperation among members of the profession.

Section 2. The Association is a not-for-profit organization established and operated exclusively for charitable and educational purposes within the meaning of Section 501 (c) 3 of the Internal Revenue Code, as amended, in order to further the objectives set forth in Article II, Section 1, of this Constitution. No part of the property, assets, or net income of the Association shall inure to the benefit of any officer, member, or delegate of a member, or other private person, except that the Association shall be authorized to make payments and distributions in furtherance of the purposes set forth in Article II, Section 1 of this Constitution. No substantial part of the activities of the Association shall be devoted to propaganda or to attempts to influence legislation. The Association shall not participate or intervene in any political campaign for public office, nor shall it carry on any activities not permitted to be carried on by a corporation exempt from federal income tax under Section 501 (c) 3 of the Internal Revenue Code (or corresponding provision of any future United States Internal Revenue Code).

ARTICLE III. MEMBERSHIP

Membership is open to any person or institution interested in the advancement of academic architectural librarianship and architecture education and upon payment of dues as specified in the Bylaws.

ARTICLE IV. OFFICERS

Section 1. Elected Officers. The officers shall consist of a President, a Vice-President/President-Elect, a Secretary, a Treasurer, Webmaster, Column Editor, and the immediate Past-President. Only members of the Association may hold elected offices.

Section 2. The officers shall be elected pursuant to Article III of the Bylaws.

Section 3. The duties of the officers shall be as provided for in Article V of the Bylaws.

Section 4. The offices of Treasurer and Secretary may be combined.

Section 5. An Archivist and a List Moderator, when available, shall be considered offices to be held by volunteers.

BYLAWS OF THE ASSOCIATION OF ARCHITECTURE SCHOOL LIBRARIANS

Adopted March 27, 1980; Amended March 18, 1985, September 30, 1999, and December 1, 2006.

ARTICLE I. MEMBERSHIP

Section 1. The Executive Board of the Association shall establish the classifications of membership. All classes of membership are open to those interested in furthering the aims and objectives of the Association.

Section 2. Membership dues shall be set by the Executive Board and are payable in advance of January 1 each year.

ARTICLE II. MEETINGS

Section 1. An annual meeting of the members shall be held at such place and time as the Executive Board shall designate.

Section 2. Special meetings may be held at such times and places as the Executive Board may elect or the Association direct.

Section 3. A quorum for the business meeting of the Association shall consist of a majority of members registered at that meeting.

Section 4. Notice of meetings shall be sent to each voting member at least 30 days before the meeting.

ARTICLE III. NOMINATIONS AND ELECTIONS

Section 1. The Executive Board shall appoint a Nominating Committee to consist of one (1) to three (3) members. The chair of the committee shall be designated by the board. No member may serve consecutive terms on the committee. Current Executive Board members are not eligible to serve.

Section 2. The Nominating Committee shall present not less than one candidate for each elected office: Vice-President/President Elect, Treasurer, Secretary, Webmaster, and Column Editor. Nominations may also be entered by petition of two (2) voting members and shall be filed with the Nominating Committee in time to be submitted with its nominations.

Section 3. The names of all nominees, whether selected by the Committee or entered by petition shall be submitted to the President by January 1 of each year.

Section 4. A member of the Nominating Committee shall serve as teller to count the mail or email ballots and report the election results to the President. Ballots are sent to each member eligible to vote by February 1 of each year. Ballots will specify the postmark deadline and teller's address.

ARTICLE IV. TERMS OF OFFICE

Section 1. The President-Elect shall serve the first year after election as Vice-President, the second year as President and the third year as Past President.

Section 2. The term of office of the Secretary and the Treasurer shall be two (2) years with terms staggered so that one officer is elected each year.

Section 3. The term of office of the Webmaster and the Column Editor shall be one (1) year.

ARTICLE V. DUTIES OF OFFICERS

Section 1. The President shall be the chief executive officer of the Association and subject to the Executive Board approval shall have control over the affairs of the Association.

Section 2. The Vice President/President-Elect shall serve as program chairman for the Association's annual meeting and perform such duties as the President may assign.

Section 3. The Secretary shall keep the official minutes of the Association's meeting including those of the Executive Board. The Secretary shall act as teller for balloting for amendments to the Constitution and Bylaws.

Section 4. The Treasurer shall be responsible for the financial accounts of the Association. At the business meeting the treasurer shall report to the members on the financial status of the Association.

Section 5. The Webmaster shall be responsible for maintaining and updating all aspects of the Association's website.

Section 6. The Column Editor shall be responsible for soliciting written articles from AASL members for publication in the ACSA Newsletter, editing articles submitted, and coordinating the publication of the column with ACSA representatives.

Section 7. The Archivist shall maintain the permanent records of the Association, advise officers of their duties and schedules.

Section 8. The List Moderator shall maintain the Association's listserv.

Section 9. The Archivist and List Moderator shall be non-voting members of the Executive Board.

ARTICLE VI. COMMITTEES AND REPRESENTATIVES

Section 1. The Executive Board may authorize either standing or special advisory committees as needed.

Section 2. The Executive Board shall authorize the dissolution of a committee when in the opinion of the Board its usefulness has ceased. This decision and the reasons for it shall be reported to the membership.

Section 3. Committee members shall be appointed by the Executive Board from those members who have a right to vote. The chair of each committee shall be selected by the Executive Board.

Section 4. All committee member appointments shall be for one year beginning at the close of the final session of the annual conference.

Section 5. The President is a non-voting ex-officio member of all committees of the Association except the Nominating Committee.

Section 6. The Executive Board may appoint a member or members of the Association to serve as liaison to another organization provided the objectives of such organization are consistent with those of the Association and the activities

of such organization are not in conflict with Article II, Section 2 of the Constitution.

Section 7. No committee or representative shall incur expenses in behalf of the Association except as authorized by the Executive Board.

ARTICLE VII. EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the elected officials and the immediate Past President.

Section 2. The Executive Board shall oversee the activities of the Association, provide for management of the Association business, and appoint members of the Association to committees as provided for in the Bylaws.

Section 3. A vacancy in the elected membership of the Executive Board shall be filled by Executive Board appointment, except the Vice-President/President Elect shall fill the vacancy of the President. Members so appointed shall serve until the end of the term of the vacated office.

Section 4. A majority of the elected officers shall constitute a quorum of the Executive Board.

ARTICLE VIII. AMENDMENTS

Amendments to this Constitution may be proposed by the Executive Board or by a petition to the Executive Board signed by 20 voting members. The Executive board shall determine whether such proposed amendments shall be considered by the Association. Proposed amendments shall become effective when approved by two-thirds of the members voting in a ballot to be conducted by mail or email as provided in the Bylaws.