

BYLAWS
OF
THE KNOXVILLE AREA HEALTH SCIENCE LIBRARY CONSORTIUM

ARTICLE I. NAME

The official name of this Organization shall be the Knoxville Area Health Science Library Consortium.

ARTICLE II. OBJECTIVES

The purpose of the Knoxville Area Health Science Library Consortium shall be:

1. To become acquainted and foster better communications between the health science librarians in the Knoxville Area.
2. To cooperate in the exchange of information and share existing resources to greater mutual advantage.
3. To strengthen existing resources and library services through cooperative services and funding.
4. To promote continuing education of health science librarians in the Knoxville area.
5. To assist in the development and growth of health science librarians in Knoxville area.

ARTICLE III. MEMBERSHIP AND VOTING

Section 1. Full membership shall be for libraries operating as basic units in the Knoxville area. This would include the following:

- a. Hospitals*
- b. Other health-related schools, research organizations or governmental agencies.*

The head librarian and/or his/her delegate(s) will officially represent the member library and cast its vote(s).

Section 2. Delegates must attend two regular meetings a year (from September to August) to sustain membership and receive all benefits thereof. Member libraries in good standing will be given a one-year grace period if attendance requirements are not met.

Section 3. Each delegate from a full membership library shall have one vote.

Section 4. Absentee voting shall be allowed by proxy.

ARTICLE IV. OFFICERS

Section 1. The officers of the Organization shall be a President, President-Elect, Secretary/Treasurer.

Section 2. The President shall preside at all meetings of the Organization and of the Executive Committee and represent the Organization at all times and on all occasions not in conflict with any other officer's defined duties and responsibilities, and with the exception of the Nominating Committee, be an ex officio member of all committees, appoint committee chairs when not otherwise designated in the Bylaws, and approve the appointment of all committee members.

Section 3. The President-Elect shall serve as chairperson of the Program Committee and, in the absence of the President, preside and assume all of the duties of the President. After serving a full term as the President-Elect, he/she will automatically become President for a full term.

Section 4. The Secretary/Treasurer shall chair the Membership Committee and shall be responsible for all record keeping and correspondence that is not a function proper of other offices. The Secretary/Treasurer shall be responsible for the receipt, custody, and proper disbursement of any monies of the Organization and serve as chairperson of the Finance and Grants Committee.

Section 5. The Treasurer shall be responsible for the receipt, custody, and proper disbursement of any monies of the Organization and serve as chairperson of the Finance and Grants Committee.

Section 6. A Nominating Committee shall be appointed by the President at the April meeting. It shall be the duty of this committee to nominate candidates for the offices to be filled at the June meeting. Before the election, additional nominations from the floor shall be accepted.

Section 7. The officers shall be elected by ballot to serve for one year. Their term of office shall begin as soon as they are elected.

Section 8. No member shall hold more than one office at a time.

Section 9. The executive Committee shall appoint an officer to fill any vacancy which occurs during a term of office, except in the case of the President whose unexpired term will be filled by the President-Elect.

ARTICLE V. MEETINGS

Section 1. The regular meetings of the Organization shall be held at least four times per year unless otherwise ordered by the Organization or by the Executive Committee.

Section 2. Special meetings can be called by the President or by the Executive Committee.

Section 3. A majority of the delegates from member libraries shall constitute a quorum.

ARTICLE VI. EXECUTIVE COMMITTEE

Section 1. The officers of the Organization shall constitute the Executive Committee.

Section 2. The Executive Committee shall conduct the business of the Organization in accordance with the bylaws and with actions taken at meetings of the Organization and make recommendations to the Organization regarding coordinated programs and services.

Section 3. Meetings of the Executive Committee shall be called by the President or at the request of two members of the committee.

ARTICLE VII. COMMITTEES

Section 1. A Finance and Grants Committee chaired by the Treasurer shall be appointed by the President. It shall be the duty of this committee to devise plans for obtaining funding for projects, write and submit grant proposals and report to the Organization at the regular meetings.

Section 2. The President shall appoint a Union List Committee. It shall be the duty of this committee to compile information for and compose union lists as deemed necessary by the membership from the resources of the full membership libraries and to update and revise this list as necessary.

Section 3. A Membership Committee, chaired by the Secretary, shall contact prospective members and maintain an official membership list.

Section 4. The Program Committee, chaired by the President-Elect, shall be responsible for planning and scheduling programs and workshops according to the interests and needs of the organization.

Section 5. Such other committees, standing or special, shall be appointed by the President as the Organization or the Executive Committee shall from time to time deem necessary to carry on the objectives of the Organization. The President shall be ex officio a member of all committees except the Nominating Committee.

ARTICLE VIII. PARLIMENTARY AUTHORITY

The rules contained in the current edition of Robert's *Rules of Order Newly Revised* shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

ARTICLE IX. AMENDMENT OF BYLAWS

These bylaws can be amended at any regular meeting of the Organization by a majority vote, provided that the amendment has been submitted in writing and discussed at the previous regular meeting.

As revised June 6, 2001