

Public Library Section

The official program for the 1922-24 Biennial Conference lists a meeting of this section which makes it one of the earliest Sections in the Association.

The purpose of the Public Library Section is: To plan and work toward the improvement of public libraries in the Southeast.

The goals set for the Public Library Section are:

1. To unite Association members interested in public libraries.
2. To provide opportunities for discussion and activities.
3. To provide programs of interest to public librarians, other interested librarians and trustees at the general conference and other events.
4. To encourage development of public library services to all ages in various types of communities.
5. To conduct workshops on topics of compelling interest to most public librarians.
6. To cooperate with the SELA, its Sections and other units to enhance the role of libraries in the southeast.

Constitution

Adopted November 1980

Article I. Name

The name of this organization shall be the Public Library Section of the Southeastern Library Association.

Article II. Objectives

The objectives of the Public Library Section shall be:

1. To unite Association members interested in public libraries;
2. To provide an opportunity for discussion and activities;
3. To plan and work toward the improvement of public libraries in the Southeast;
4. To provide programs of interest to public librarians and other interested librarians at the general conference;
5. To provide leadership for the general improvement and expansion of public library services to all ages in various types of communities through discussion, programs, and workshops.

Article III. Membership

Any member of the Southeastern Library Association may become a member of the Public Library Section by designating section preference at the time of payment of SELA dues.

Article IV. Officers

Section 1. Officers

- a. The elected officers of the Public Library Section shall be a Chair, a Vice-Chair/Chair-Elect, and Secretary.
- b. All officers must be members of the Southeastern Library Association and the Public Library Section at the time of their nomination.
- c. Each officer will serve for two years or until their successors are elected.

Section 2. Executive Committee of the Section

The executive committee of the section shall consist of the officers and chairmen of the standing committees.

Section 3. Vacancies in Office

- a. Chair and Vice-Chair: If a vacancy occurs in the office of Chair during the first year of the biennium, the Vice-Chair succeeds and serves to the end of the biennium only. A special election is held to elect a new Chair-Elect. If the vacancy occurs during the second year of the biennium, the Vice-Chair succeeds and remains Chair-Elect. A temporary Vice-Chair is appointed by the Chair with the approval of the Executive

Committee of the Section to serve to the end of the biennium. A new Vice-Chair/Chair-Elect is elected through the regular election process.

b. Secretary: If a vacancy occurs in the office of the Secretary, the Chair appoints a successor with the approval of the Executive Committee of the Section.

Article V. Meetings

Section 1. Membership Meetings of Section shall be held in conjunction with the biennial Southeastern Library Association Conference. Interim meetings may be called by the Chair.

Section 2. The Executive Committee of the Section meets at least once during the biennium at the biennial conference of the Association. Special meetings may be called by the Chair at any time.

Article VI. Quorum

Fifteen members constitute a quorum.

Article VII. Amendments

This constitution may be amended by a 2/3 vote of members present at any biennial business meeting, provided that members have been informed of the proposed changes at least 30 days prior to the meeting. Notice of the proposed amendment may be distributed by mail or by publication in *THE SOUTEASTERN LIBRARIAN*.

Bylaws

Article I. Dues

Membership in the Section is included in the dues for the Association.

Article II. Nomination and Election of Officers

Section 1. Nomination

a. The Chair shall appoint a Nominating Committee of at least three members to select a slate of candidates.

b. The committee shall select two names for each of the following officers: Vice-Chair/Chair-Elect and Secretary.

c. Nominations shall be announced in the Spring issues of *THE SOUTEASTERN LIBRARIAN* preceding the biennial conference.

Section 2. Election

a. Election shall take place by ballot. A majority of votes cast constitutes an election to office.

b. Elected officers serve for two years. Their terms of office commence at the adjournment of the biennial meeting. If the biennial meeting occurs before September, their terms of office commence on the first of December of the second year of the biennium.

Article III. Duties of Officers

Section 1. The Chair presides at all meetings, appoints all committees, calls special meetings, and is in general responsible for actions and activities of the section.

Section 2. The Vice-Chair presides in the absence of the Chair and succeeds to the office of the Chair. The Vice-Chair is Chair of the Program Committee and is in charge of the biennial section program and any interim workshops sponsored by the Section.

Section 3. The Secretary is responsible for keeping accurate records of all section business meetings and other duties and responsibilities as assigned by the Chair.

Article IV. Committees

Section 1. All committees, both standing and ad hoc, are appointed by the Chair.

Section 2. Standing committees are nominating and program.

Section 3. Ad hoc committees may be appointed by the Chair as deemed necessary to conduct the business and programs of the Section.

Section 4. All committee members serve during the biennium for which they are appointed. Any committee member may serve during no more than two consecutive bienniums.

Article V. Parliamentary Authority

Robert's Rules of Order shall be the governing authority in any matter not covered in these bylaws or those of the Southeastern Library Association.

Article VI. Order of Business

Biennial and all other business meetings of the Section shall be conducted in the following order: Call to order; reading of previous minutes; committee reports; old business; new business; adjournment.

Article VII. Amendments

These bylaws may be amended by a 2/3 vote of members present at any biennial business meeting, provided that written copies of the proposed changes are distributed at the meeting.

Reference and Adult Services Section

The Southeastern Library Association Chapter of the Reference and Adult Services Division of the American Library Association states in its Bylaws:

"The goal of the Reference and Adult Services Section is to stimulate and support full access to library services which are user oriented. The Section seeks actively to foster the fullest use of all media in meeting the educational, research, informational, recreational and social interests and needs of users of all types of libraries in every subject field."

The Section attempts to keep in touch with members regarding bibliographic projects which can be carried out by committees in the Section, and is responsible for studying the recommendations of the Planning and Development Committee to see whether this Section can plan projects to carry out these recommendations.

The Chair, either upon his own initiative or upon recommendations of members of SELA, will appoint committees or devise other means of carrying out projects which advance the informational, bibliographical and research services in the Southeast. He is responsible for planning the program for the Section meeting at the Biennial Conference of SELA.

The Business of the Section, including the election of Vice- Chair/Chair-Elect and a Secretary, is carried on under the Bylaws adopted in 1981. Minutes of the meetings, Reports of the Chair, and progress reports on bibliographic projects are published in *THE SOUTHEASTERN LIBRARIAN* and/or Supplements. Each officer has a copy of the Bylaws.

The SELA Board voted on March 3, 1987, to include the activity of Library Services to the Aging as a sub-committee.

Former names of the Section were (1) College and Reference Section, (2) Reference Section of SELA, and (3) SELA Chapter of the Reference Services Division of ALA.

Bylaws

Adopted November 20, 1981

Article I. Name

The name of this section shall be the Reference and Adult Services Section of the Southeastern Library Association.

Article II. Objectives

Section 1. The goal of the Reference and Adult Services Section is to stimulate and support full access to library services which are user oriented. The Section seeks actively to foster the fullest use of all media in meeting the educational, research, informational, recreational and social interests and needs of all types of libraries in every subject field.

Section 2. The Reference and Adult Services Section has a specific responsibility to:

- a. Identify the library interests and needs of present and potential users.
- b. Represent and interpret these interests and needs for the profession and to the public at large.
- c. Plan and develop programs and standards of services in response to these interests and needs.
- d. Identify all media which are useful in public services.
- e. Stimulate the continuing professional growth of library personnel presently and potentially engaged in public service.
- f. Encourage activities furthering the Section's goals.
- g. Cooperate with other Southeastern Library Association groups, especially those whose activities relate to the public services such as the Southeastern Library Instruction Round Table.
- h. Whenever possible or feasible, cooperate with Affiliates or Sections of Reference and Adult Services in other states and regions as well as the Reference and Adult Services Division (RASD) of the American Library Association.
- i. Identify and cooperate with other community and educational organizations whose activities relate to public services in libraries.

Article III. Membership

Section 1. Any person who is a member of the Southeastern Library Association is eligible for membership in this Section.

Section 2. Members may vote and hold office.

Section 3. Any person who is interested in library reference service may attend meetings.

Article IV. Officers and Duties

Section 1. Officers

The officers of the Section shall be the Chair, a Vice-Chair (who shall be Chair-Elect), and a Secretary/Treasurer.

Section 2. Chair's Duties

It shall be the duty of the Chair to preside at the meetings of the Section, to appoint all committee chairs and members, and to perform such other duties as the office may require.

Section 3. Vice-Chair's Duties

The Vice-Chair shall prepare the program for the biennial meeting, assist the Chair in the operations of the Section, and in the absence of the Chair, perform the duties of this office.

Section 4. Secretary/Treasurer's Duties

The Secretary/Treasurer shall act as recording and corresponding secretary when so requested or directed by the Chair. The person shall keep in a book provided for this purpose, a record of the minutes, proceedings, and other documents of the Section. The Secretary/Treasurer will also be responsible for announcing Section activities in appropriate publications, notifying members of impending meetings, providing the SELA Executive Secretary with meeting minutes, and performing other corresponding duties.

Article V. Nominations and Elections

Section 1. Nominating Committee

The Section Chair shall appoint a Nominating Committee, consisting of a chair and two other members, which will nominate a new Vice-Chair/Chair-Elect and Secretary/Treasurer. This committee shall be appointed sufficiently in advance to give its report at the proper time.

Section 2. Nominations

The Nominating Committee shall present one or more candidates for each office to be filled. The Nominating Committee in selecting candidates will keep in mind:

- a. The best possible representation of the public service areas in all types of libraries.
- b. The selection of the ablest person available for the position to which nominations are to be made.
- c. The importance of recognizing and developing leaders among younger members of the Section.

Section 3. Additional Nominations and Elections

Nominations other than those presented by the Nominating Committee may be made from the floor at the Section's biennial business meeting. Elections will be made by acclamation at the business meeting unless another method is requested by the Section's membership. The Candidate receiving the largest number of votes shall be elected. In the case of a tie the Chair will cast the deciding vote.

Article VI. Vacancies

An appointment to fill any vacancy occurring between meetings shall be made by the Chair (and in the Chair's absence, the Vice-Chair).

Article VII. Meetings and Quorum

Section 1. Meetings

The Section shall hold its regular meetings at the same time and place as the Southeastern Library Association and special meetings at such time and place decided upon by officers of the Section. General meetings are open to all interested persons, but closed meetings may be requested by members of the Section; time for such closed meetings will be designated by the Chair.

Section 2. Quorum

- a. A majority of the voting members attending any meeting shall constitute a quorum for the transaction of any business of the section.
- b. The Chair shall make no motion or amendment nor vote on any question or motion unless the vote of the Section be so divided that this vote is necessary as a decisive one.

Article VIII. Committees

Section 1. Authorization and Discontinuance

Section officers may create and abolish standing, ad hoc, and inter-divisional committees under such rules as it may adopt for this purpose.

Section 2. Duties

The Section officers shall define the duties of all committees that may be created at the time of establishment, but the Chair may temporarily add any pertinent and relevant duties to any committee that may be needed to carry on its work.

Section 3. Appointments

The Section Chair will appoint committee chairs, members, and any vacancies which might occur. Committee membership will normally last for the duration of the chair's tenure in office. Committee members may be reappointed for another term. Wherever necessary care should be taken to provide continuity in committee membership.

Article IX. Affiliation with ALA

The Chair of the Section will represent or designate a representative to the ALA RASD Council of State and Regional Groups.

Article X. Amendments

Section 1. The bylaws may be amended at any regular business meeting by a two-thirds vote of the members attending, providing such notice was given in the announcement of the meeting.

Section 2. The revisions will be duly recorded in the minutes of the meeting.

Article XI. Reports

The SELA Executive Secretary and the Chair of the ALA Council of State and Regional Groups will be provided with any revisions in the Section's Bylaws, the minutes of the business meetings and any other pertinent documentation.

Article XII. Rules of Order

The rules contained in Robert's Rules of Order, latest edition, shall govern the Section in all cases in which they are applicable, provided they are not inconsistent with the Bylaws of the Section or those of the Southeastern Library Association.