

# New Members Round Table

## **ARTICLE 1. NAME**

The name of this organization shall be the New Members Round Table, a round table of the North Carolina Library Association.

## **ARTICLE II. OBJECTIVES**

The objectives of this organization shall be

- (a) to help individual members to orient themselves in the profession of librarianship,
- (b) to encourage their membership and participation in professional organizations on national, state and local levels,
- (c) to promote within its membership a greater feeling of responsibility for the development of library service and librarianship, and
- (d) to promote libraries and library service in North Carolina.

## **ARTICLE III. MEMBERS**

Individuals joining the North Carolina Library Association for the first time will receive free membership in the New Members Roundtable for each of the first two years of paid membership in the Association. In addition, individual membership shall be open to any other member of the North Carolina Library Association who has been a member for more than two years and ten or fewer years, and who states a preference for this Roundtable at the time of payment of Association dues.

## **ARTICLES IV. OFFICERS**

Section 1. The officers of this organization shall be Chairperson, Chairperson-Elect, who shall serve as Vice-Chairperson, a Secretary, Treasurer, two Directors, and the NCLA member of the American Library Association, New Members Round Table Affiliates Council, who shall be appointed by the Chairperson, all of whom shall be members in good standing of the Round Table.

Section 2. The Chairperson-Elect, Secretary, Treasurer, and two Directors shall be elected prior to the biennial meeting and shall serve for a two-year term, or until their successors are elected.

Section 3. The Executive Board can elect for the Secretary and Treasurer positions to be held by the same person. If these positions are combined, the person filling this position will still count as one person for voting purposes.

Section 4. The Executive Board will choose one of its members to represent NMRT on the membership committee.

## **ARTICLE V. EXECUTIVE BOARD**

Section 1. The Executive Board shall consist of the Chairperson, Chairperson-Elect, Secretary, Treasurer, two Directors, ALA/NMRT Affiliates Council Representative, immediate past Chairperson, and the chairpersons of the standing committees. Each member of the Board shall have one vote.

Section 2. The Executive Board shall exercise general supervision of the affairs of the Round Table and shall have the power to act on its administrative business in the intervals between biennial meetings. The Board shall be subject to the orders of the Round Table and none of its acts shall conflict with action taken by the Round Table.

Section 3. A quorum shall consist of a majority of the Executive Board.

Section 4. The Executive Board may create and dissolve committees, provided such action is not contrary to the wishes of the membership as expressed at the most recent meeting of the Round Table.

## **ARTICLE VI. COMMITTEES**

Section 1. All committees shall be composed of members in good standing of NCLA/NMRT. They shall serve until their successors have taken office, or until the committee is dissolved.

Section 2. Chairpersons of the standing committees shall be appointed for two-year terms by the Chairperson unless otherwise directed. Standing Committees of the Round Table members shall be appointed for two years by the NMRT Chairperson in consultation with the committee chairpersons. Chairpersons may be appointed only with the approval of the Executive Board.

Section 3. Standing committees shall be Conference/Workshop planning, Nominating, Students to NCLA, and Mentoring Program.

Section 4. Special committees shall be created by the Chairperson as needed or upon the request of the Executive Board. Unless otherwise directed, the Chairperson shall appoint the chairperson of each special committee, and in consultation with the chairperson shall appoint the members of each committee. Special committees shall exist for two years. Special committees may continue if approved by the Executive Board.

Section 5. Committees shall maintain records of their proceedings and shall report on their activities at the biennial meeting, and at such other times as they may be directed to do so by the Chairperson.

#### **ARTICLE VII. MEETINGS**

Section 1. The regular meeting shall be held as a Round Table meeting during the biennial meeting of the North Carolina Library Association.

Section 2. Special meetings may be called at the direction of the Chairperson or the Executive Board, or upon written request signed by 15 members and mailed to the Executive Board. At least 30 days' notice shall be given for special meetings, and only business mentioned in the call shall be transacted.

Section 3. A quorum shall consist of 25 percent of the membership.

#### **ARTICLE VIII. ELECTIONS**

Section 1. The Chairperson shall appoint a Nominating Committee, which will present the names of members in good standing as candidates for each elective office, consent being secured from the nominees. A member(s) of the Round Table may present candidate(s) for the elective offices provided (1) that they notify the Chairperson of such action, in writing, (2) that the notification be signed by 10 members of the Round Table, and (3) that the consent of the nominee(s) has been secured and so indicated on the notification.

Section 2. Six weeks prior to the biennial meeting ballots will be sent to all members in good standing. All officers shall be elected by a majority vote of all returned ballots. The results shall be announced at the next biennial meeting. Their term of office shall begin at the close of that meeting.

Section 3. Should the office of Chairperson-Elect become vacant for any reason, the Executive Board shall issue a ballot to the membership to fill the position, nominees having been secured and presented as prescribed in Section 1. Write-in nominations shall be in order on the ballots. Vacancies in the office of Secretary or Treasurer shall be filled by the appointment of the Executive Board.

#### **ARTICLE IX. DUTIES OF OFFICERS**

Section 1. The Chairperson shall, with the Executive Board, appoint and dissolve such committees and define their duties as may be necessary to carry on the work of the Round Table; serve as ex officio member on all committees except the Nominating Committee, and chair the Executive Board; represent the Round Table at meetings of the North Carolina Library Association; make sure that orders/resolutions of the general membership and the Executive Board are carried into effect; and perform the duties of the office prescribed by these bylaws and by the parliamentary authority adopted by the Round Table.

Section 2. The Chairperson-Elect shall arrange for the NCLA Conference NMRT program; call and then chair meetings of the Executive Board in the absence of the Chairperson; and perform the duties of the office. In the event of the resignation or death of the Chairperson, the Chairperson-Elect shall serve as Chairperson for the remainder of the unexpired term of the Chairperson, and his/her own term as Chairperson.

Section 3. The Secretary shall submit copies of appropriate papers and reports to the Archives Committee; and perform the duties of the office, including compiling and distributing minutes of the Executive Board, representing the Round Table at Membership Committee meetings

Section 4. The ALA/NMRT Affiliates Council Representative shall attend NMRT Affiliates Council meetings at ALA Annual and Midwinter Conferences, and perform the duties of the office.

Section 5. One Director of the Executive Board shall be appointed by the Chairperson as Director of Publicity. The Director of Publicity shall contact NMRT and NCLA members about NMRT programming. The Director of Publicity shall sit as an ex officio member of the Standing Committee on Students to NCLA; and give advice and counsel to these committees as necessary.

Section 6. One Director of the Executive Board shall be appointed by the Chairperson as Director of Programming. The Director of Programming shall sit as an ex officio member of the Standing Committees on Conference/Workshop Activities and Mentoring; and give advice and counsel to these committees as necessary.

#### **ARTICLE X. PARLIAMENTARY AUTHORITY**

Section 1. The rules contained in latest edition of Robert's Rules of Order shall govern the Round Table in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any standing rules of order the Round Table may adopt.

Section 2. Nothing in these bylaws shall conflict with the Constitution and Bylaws of the North Carolina Library Association.

#### **ARTICLE XI. AMENDMENTS**

These rules may be amended by a two-thirds vote of the members present at a meeting called in accordance with the bylaws of this Round Table. They may also be amended by a ballot, provided that

(1) the request for such action be submitted to the Executive Board in writing and signed by 15 members of the Round Table,

(2) the total number of returned ballots be not less than 25 percent of the membership of the Round Table, and

(3) two-thirds of the mailed ballots returned shall be in the affirmative.

#### **STANDING RULES**

1. The Executive Board shall publish a copy of the Bylaws and Standing Rules where they can be accessed by each new member.

2. The Nominating Committee shall present at least two nominees for each elective office, if possible.

3. Elections shall precede each biennial meeting.

4. Membership is open to all NCLA members.

Last updated on Sept 21st, 2009.