

AASL Plan for Affiliation

The following document was created with the establishment of the Affiliate Assembly. Section II. - Criteria for Affiliation is still applicable to the Assembly.

Goals and Objectives of Affiliation

The Bylaws of the American Association of School Librarians (AASL) identify three areas of purpose for the Association and its membership. The Association seeks to serve the individual practitioner, the profession and society through its program. A network of AASL affiliates will strengthen the voice of the profession and extend its influence in all of the above areas. Specifically affiliation will:

1. provide for continuous communication, which may be initiated by AASL or the affiliate. Either the affiliate or AASL may provide information and recommend action in such areas as legislation, intellectual freedom, job security, professional growth, program development, and professional relationships with other educational associations;
2. serve as a clearinghouse for media program information and publications;
3. provide a direct opportunity for participation in AASL governance;
4. broaden the base of the profession through the increase of personal membership in AASL.

Section I. – Principles of Affiliation with AASL

- A. Any statewide, territorial, District of Columbia, or multi-state regional organization may affiliate if it meets the criteria for affiliation (Section II). Thus, one state may be represented by more than one organization.
- B. Any state, regional, national, or international organization may have informal liaison with AASL through attendance at conferences and Board meetings. When an organization meets the criteria for affiliation, upon application it will be accorded the same rights and representation described below for other groups.

Section II. – Criteria for Affiliation

- A. The purposes of the organization must be compatible with those of AASL as verified by the organization's constitution and/or bylaws.
- B. The organization must hold regular conferences or meetings.
- C. The organization must have a systematic channel of communication with its membership (e.g. newsletter).
- D. 25 of the organization's members or ten percent of the organization's membership including the president and the delegate must be personal members of AASL.
- E. The president of the organization **MUST** be a personal member of AASL.

Section III. – AASL Affiliate Assembly

- A. There will be an Affiliate Assembly comprised of the representatives and delegates of the organizations affiliated with AASL. The Assembly will meet at the ALA Annual Conference for the following purposes:
 1. To provide a channel for communication for reporting concerns of the affiliate organizations and their membership and for reporting the actions of AASL to the affiliates.
 2. To provide for participation in AASL governance:
 - a. initiating, through the elected directors on the AASL Board, Board action reflecting the concerns of the Assembly;

- b. discussing activities of AASL as reported by the AASL President, Executive Director, and Board of Directors.
- B. Each affiliate organization may send two representatives to the Affiliate Assembly meeting held at the ALA Annual Conference. The representatives will have voting privileges and will be known as delegates (provided they are members of AASL).
- C. The nine Regional Directors-Elect will meet with the Affiliate Assembly and will serve as advisors to the Assembly.

Section IV. – Responsibilities

A. Responsibilities of Affiliate Organization

1. Provide a copy of the organization's constitution and/or bylaws if amended or revised to the AASL Executive Director.
2. File an annual report on forms provided by AASL. The annual report shall include the list of officers with dates of terms of office stated; the name, address and telephone number of the editor of the organization's communication organ (e.g. journal, newsletter); and other information necessary to document the organization's continuing eligibility as an affiliate.
3. Appoint or elect the organization's representatives or delegates to the AASL Affiliate Assembly. (It is recommended that in order to have continuity, the representatives and delegates serve more than one year and that the president of the affiliate organization be one of the affiliate's two representatives or delegates.)
4. Provide the AASL Executive Director with the names and addresses of the organization's representatives or delegates.
5. Send the representatives or delegates to the regional affiliate leadership conference.
6. Allow time during membership meetings and/or programs for dissemination of AASL information and other relevant national information.
7. Provide AASL with a copy of each new publication of the organization.
8. Provide AASL with additional information as needed to facilitate two-way communication.

B. Responsibilities of AASL

1. Provide through the AASL Regional Directors and the AASL Secretariat information about affiliation with AASL and forms for application for affiliation.
2. Provide annual report form for current information files.
3. Provide credentials for representatives and delegates of the affiliate, and assist in planning programs for meetings of the Affiliate Assembly.
4. Maintain a file of constitutions and bylaws of each affiliate for the purposes of checking compatibility with AASL Bylaws and for advisory information in assisting other groups in organizing or reconstitution.
5. Maintain official listing of all affiliate organizations in the ALA Handbook of Organizations.
6. Provide affiliate organization officers with a copy of AASL news releases
7. Make arrangements for the meeting of the Affiliate Assembly at the Annual Conference.
8. Provide for Affiliate Assembly registration of the representatives and delegates in attendance.
9. Develop and publish a list of the representatives and delegates and make the list available to each affiliate.
10. Provide regular communication with affiliates through channels such as a newsletter.

Section V. – Affiliate Application Process

A. American Association of School Librarians

1. AASL identifies potential affiliates by contacting:
 - a. Regional Directors
 - b. School Library Organizations
 - c. Merged Media Organizations
 - d. State Education Associations
 - e. State Library Associations
2. AASL mails affiliate application forms.
3. Regional Directors will consult with potential affiliates regarding application.
4. The Association reviews each application in terms of the stated criteria and confirms the applying organization's eligibility as an affiliate. The AASL staff and Regional Directors will participate in the review process.
5. The Regional Director will submit to the AASL Board a recommendation on the application of each organization within the Director's geographical region.
6. The AASL Directors Board will take action.
7. Following Board action, the AASL President will send a letter of notification to the applying organization of its affiliate status.

B. Potential Affiliate Organization

1. The organization seeking affiliation with AASL completes an application form and submits it to the AASL Executive Director with the attachments specified as follows:
 - a) constitution
 - b) bylaws
 - c) newsletter and/or journal
 - d) roster of officers
 - e) ALA/AASL membership numbers for the president and delegate(s)
 - f) list of a minimum of 25 AASL personal members (or 10% of the membership) who are members of the organization seeking affiliate status.
2. Upon receiving letter of approval of affiliate application, the organization elects or appoints its representatives or delegates to the AASL Affiliate Assembly and assumes the other responsibilities identified above.

Revised by Don Adcock
May 1999