

Bylaws
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**The Young Adult Library Services Association
of the American Library Association**

Bylaws

Revised June 1959, 1960 and 1962, July 1963 and 1964; June 1968, 1970 and 1972; July 1974, June 1979, June 1981, June 1993, January 1999, April 2001, January 2002, June 2003 and November 2004, May 2006 and May 2007.

ARTICLE I Name

The name of this organization shall be the Young Adult Library Services Association, a division of the American Library Association, referred to hereafter as YALSA and ALA, respectively.

ARTICLE II Mission

The mission of YALSA is to advocate, promote and strengthen service to young adults (ages 12-18) as part of the continuum of total library service, and to support those who provide library service to this population.

The Young Adult Library Services Association (YALSA), a division of the American Library Association (ALA):

- § advocates extensive and developmentally appropriate library and information services for young adults, ages 12 to 18;
- § promotes reading and supports the literacy movement;
- § advocates the use of information and communications technologies to provide effective library service;
- § supports equality of access to the full range of library materials and services, including existing and emerging information and communications technologies, for young adults;
- § provides education and professional development to enable its members to serve as effective advocates for young people;
- § fosters collaboration and partnerships among its individual members with the library community and other groups involved in providing library and information services to young adults;
- § influences public policy by demonstrating the importance of providing library and information services that meet the unique needs and interests of young adults;
- § encourages research and is in the vanguard of new thinking concerning the provision of library and information services for youth.

§ assures the intellectual freedom rights of young adults are supported and addressed through the actions of the division.

ARTICLE III Membership and Dues

- Sec. 1 Members of YALSA shall be those persons who have paid dues to both ALA and YALSA.
- Sec. 2 YALSA may charge additional fees in accordance with the ALA Bylaws Article VI, Sec. 6(d), when approval of such fees has been given by the membership.

ARTICLE IV Management

- Sec. 1 The administration of the affairs of YALSA shall be vested in a Board of Directors.
- Sec. 2 All business of YALSA between membership meetings shall be conducted by the Board of Directors through officers, staff, and executive committee (or others as designated), under the policies adopted by YALSA, and within the field of its responsibility as approved by the Council of ALA as described in Article II of these Bylaws.

ARTICLE V Board of Directors

- Sec. 1 The Board of Directors shall be composed of the President, Vice-President/President-Elect, the Immediate Past President, seven Directors-at-Large, the Fiscal Officer, the Secretary and the Division-Elected YALSA Councilor. The Executive Director and the chairs of the Strategic Planning and Organization & Bylaws Committees serve ex-officio (without vote).
- Sec. 2 Members of the Board of Directors shall perform the duties pertaining to their offices as outlined below and in the YALSA Handbook of Organization and such other duties as may be approved by the Board or membership of YALSA.
- a) The President shall preside at all meetings of YALSA and of the Board of Directors, shall be responsible for the continuing program of YALSA, shall be an ex-officio member (without vote) of all committees (with the exception of the Nominating Committee). The President chairs the Executive Committee. The President, with the approval of two-thirds of the Board of Directors, shall have the power to act for YALSA when necessary, without waiting for the annual meeting. The President is responsible for appointing committee members or representatives when their posts become vacant during his/her year of office, or when new committees are created.

- b) The Vice-President/President-Elect shall perform the duties of the office of President in the absence of the President, shall serve as a member of the ALA Committee on Appointments and the YALSA Executive Committee. The Vice-President/President-Elect shall prepare and present orientation and training for YALSA Board members and Committee Chairs. The Vice-President/President-Elect shall appoint or reappoint chairs, liaisons, or members for all existing YALSA committees for terms that commence during his or her term of office.
- c) The immediate Past President shall serve as a member of the Board of Directors and the Executive Committee, and as a liaison to the YALSA Strategic Planning Committee.
- d) The YALSA Councilor shall serve as a voting member of the YALSA Board; shall attend all meetings of the ALA Council; shall report to YALSA about Council agenda before Council meets, to request YALSA voting position on any agenda items; shall vote as directed by the YALSA Board on designated Council agenda items; shall represent YALSA positions before Council through necessary presentations and resolutions; shall report to the YALSA Board about Council actions after Council meets; and shall perform other Council-related activities as directed by the YALSA Board.
- e) The Executive Committee shall consist of the, the Vice-President/President-Elect, the immediate Past President, the Fiscal Officer, the Secretary and the YALSA Councilor, with the President serving as Chair, and shall act for the Board of Directors between Board meetings, review agendas, and make recommendations for action.
- f) The Executive Director shall administer the policies of YALSA under the direction of the YALSA President and shall be responsible for the operation of the YALSA office. The Executive Director of YALSA shall be appointed by the Executive Director of ALA, with the concurrence of the YALSA Board of Directors.
- g) The Secretary shall serve on the Board and Executive Committee and attend all Board meetings and Executive Committee meetings. The Secretary shall review all Board and Executive Committee minutes and records and ensure their accuracy and safety. The Secretary shall provide notice of meetings of the Board and/or the Executive Committee when such notice is required.

ARTICLE VI *YOUNG ADULT LIBRARY SERVICES: THE JOURNAL OF THE YOUNG ADULT LIBRARY SERVICES ASSOCIATION* Editor(s)

The editor(s) of *YOUNG ADULT LIBRARY SERVICES: THE JOURNAL OF THE YOUNG ADULT LIBRARY SERVICES ASSOCIATION* shall be appointed for a three-year term by the President of YALSA. The editor(s) shall report to the Board at Midwinter and Annual Meetings about the publication of the journal.

ARTICLE VII Meetings

- Sec. 1 A minimum of one membership meeting shall be held during Annual Conferences of ALA. Meetings of YALSA are generally open to all ALA members and to members of the press. Registration requirements apply. Closed meetings may be held only for the discussion of matters affecting the privacy of individuals or institutions. Twenty-five members of YALSA shall constitute a quorum for the purpose of carrying out business. Only YALSA members may vote.
- Sec. 2 Board of Directors Meetings. Meetings of the Board of Directors shall be held in conjunction with the Annual Conference and Midwinter Meeting of the ALA. Additional meetings may be called by the President or by written request of a majority of the members of the Board. Two weeks written notice of special meetings shall be given. A simple majority of the voting directors shall constitute a quorum to transact business. Vacant positions on the Board shall not be included in establishing a quorum.
- Sec. 3 Executive Committee. The Executive Committee of the Board of Directors shall meet at the Midwinter Meeting and Annual Conference and other times at the call of the YALSA President.
- Sec. 4 Special Membership Meetings. With the approval of the Board of Directors, the President may call a special membership meeting provided at least fifty members of YALSA shall have submitted a written request for such a meeting. Only business specified in the call shall be transacted and at least one month's notice of the meeting shall be given. All other provisions of membership meetings (Sec. 1) shall apply.
- Sec. 5 Voting. Votes submitted by the membership by regular mail or electronically may be authorized by the Board of Directors. Such authorization must be accompanied by the assurance from the ALA Executive Board that funds are allocated to pay the cost of the vote. A majority of votes cast shall be necessary to carry. When regular mail or electronic votes of members of the Board of Directors or of committees are taken between meetings, two-thirds of the Board or committee members shall be required to carry.

ARTICLE VIII Nominations and Elections

- Sec. 1 Prior to the Midwinter Meeting, the President-Elect shall appoint a Nominating Committee of five, with one of the five having served on a recent Nominating Committee, no one of whom being a current member of the Board, and with one member being the non-immediate Past President (having served as President two years prior), to arrange for a list of nominated candidates to be submitted by the following Midwinter Meeting. At the Midwinter Meeting the Nominating Committee will be announced to the Board. The Nominating Committee shall present to the Board the names of at least two candidates for Vice-President/President-Elect, four candidates for Board directors-at-large, two candidates for Division Councilor (in appropriate years), two candidates for Fiscal Officer (in appropriate years), and two candidates for each unexpired vacated position of Director-at-large, Councilor, or Fiscal Officer. The Nominating Committee shall present to the Board the names of at least six candidates

for the Margaret A. Edwards Award Committee, and at least eight candidates for the Michael L. Printz Award Committee. The Nominating Committee shall report its nominations in the Winter issue of *YAttitudes*, the YALSA website, and appropriate electronic lists.

- Sec. 2 Candidates shall be nominated in such manner as to assure as broad a representation as possible of different type and sizes of libraries and of the geographic distribution of the membership.
- Sec. 3 No candidate shall be nominated who has not consented in writing to said candidacy. No candidate shall be nominated who is not a member in good standing of the Division at the time of nomination.
- Sec. 4 A candidate may be nominated by a petition signed by twenty-five personal members of YALSA. The nominee shall be a member in good standing of the Association. The petition and the written consent of the nominee shall be filed with the YALSA Executive Director a minimum of four months before the Midwinter meeting, and the name of each candidate so nominated shall be listed on the official ballot. These nominations shall follow the procedures outlined in Sec. 3 of this article.
- Sec. 5 Election shall be held concomitantly with the ALA elections with balloting practices coinciding with ALA Bylaws Article III, Section 5, and with general ALA procedures.
- Sec. 6 The candidate nominated for Vice-President/President-Elect who receives the highest number of votes cast shall be elected to the position. Immediately following the first Annual Conference after the election, the electee begins the term of vice-president/president-elect; immediately following the second Annual Conference, the electee begins the term of President; and immediately following the third Annual Conference, the electee begins the term of past-president. This three-year term of office concludes immediately following the fourth Annual Conference after the initial election.
- Sec. 7 The two candidates nominated for Board directors-at-large who receive the highest number of votes cast shall be elected to three-year terms on the Board. These terms shall begin immediately following the first Annual Conference after the election and shall conclude immediately following the fourth Annual Conference after the election.
- Sec. 8 Board of directors-at-large shall serve three years, two directors to be elected each year. Directors-at-large shall not be eligible for consecutive terms.
- Sec. 9 The candidate nominated for YALSA Councilor who receives the highest number of votes shall be elected to a three-year term on the Board and the ALA Council. This term shall begin immediately following the first Annual Conference after election and shall conclude immediately following the fourth Annual Conference after election. The YALSA Councilor shall not be eligible for consecutive terms.

- Sec. 10 The candidate nominated for YALSA Fiscal Officer who receives the highest number of votes shall be elected to a three-year term on the Board. This term shall begin immediately following the first Annual Conference after election and shall conclude immediately following the fourth Annual Conference after election. The YALSA Fiscal Officer shall not be eligible for consecutive terms.
- Sec. 11 The three candidates nominated for the Margaret A. Edwards Author Award Committee who receive the highest number of votes shall be elected to a two-year term. These terms shall begin immediately following the first Annual Conference after the election and shall conclude immediately following the third Annual Conference after the election.
- Sec. 12 The four candidates nominated for the Michael L. Printz Award Committee who receive the highest number of votes shall be elected to a one-year term. These terms shall begin immediately following the first Midwinter Meeting after the election and shall conclude immediately following the second Annual Conference after the election.
- Sec. 13 In case of a vacancy in the office of President, the vice-president/president-elect shall automatically become President completing the term prior to serving the following term as President.
- Sec. 14 When a vacancy occurs in the office of President-elect the Nominating Committee shall reconvene to nominate at least two candidates whose names shall be submitted to the membership for election by regular mail or electronically.
- Sec. 15 Vacancies other than those provided for in these Bylaws shall be filled by the Board of Directors by appointment until the next annual election, at which time two candidates shall be nominated to fill each unexpired term.

ARTICLE IX Committees

- Sec. 1 Standing, special, Ad Hoc committees and task forces (pursuant to the ALA Policy Manual) shall be authorized by the Board of Directors. Standing committees must include: Strategic Planning, Nominating, Organization and Bylaws, Program Clearinghouse, and Publications. All other committees may be discontinued by the Board.
- Sec. 2 Special committees for which the Board of Directors has designated no termination date shall automatically expire at the end of two years (immediately at the adjournment of the Annual Conference) unless otherwise ordered by the Board.
- Sec. 3 Appointments of all committee members shall be made from the membership by the Vice-President/President-Elect for a period not to exceed two years. Members may be appointed for a second but not a third consecutive term. Designation of chairs of standing and special committees shall be made annually. Chairs of Ad Hoc committees and task forces shall be offered appointment for the life of the committee or task force.

The members and chairperson of any new committee authorized during the year shall be appointed by the President. Any vacancy on a committee shall be filled by the President.

- Sec. 4 At the request of a Committee Chair, the President may appoint a replacement for a committee chairperson or member who has missed two consecutive meetings (Midwinter and Annual) of the committee, without an explanation acceptable to the committee chair, as stated in the ALA Policy Manual. This policy does not apply to virtual members.
- Sec. 5 Interdivisional committees and joint committees with organizations outside the American Library Association (pursuant to the ALA Policy Manual) shall be authorized by the Board of Directors.
- Sec. 6 The functions of all committees shall be determined by the Board of Directors and outlined in an annually updated YALSA Handbook of Organization.

ARTICLE X Discussion Groups and Interest Groups

- Sec. 1 When YALSA members are interested in discussing ideas and information that fall within the scope of the Association but which are not the responsibility of a single committee, they may form a discussion group or an interest group (pursuant to the ALA Policy Manual) after Board approval of a petition signed by fifteen or more members. The petition shall include the purpose of the group and the requirements for membership.
- Sec. 2 The Board, upon the recommendation of the Organization and Bylaws Committee, or upon recommendation of the individual group, may discontinue a discussion or interest group.
- Sec. 3 Membership is limited to YALSA members.
- Sec. 4 The discussion or interest group shall elect a convener annually at its meeting during the Annual Conference. The convener shall keep the President, President-elect, and the Executive Director fully informed of all meetings and activities of the group. With Board approval, a discussion group or interest group may disseminate information, recommendations, and conclusions arrived at in its discussions; and the Board and all committees of YALSA may call upon the group at any time for its advice and counsel in the areas of its expertise. The discussion group or interest group may make recommendations to the Board within its areas of concern.

ARTICLE XI Amendments

- Sec. 1 These bylaws may be amended by a two-thirds majority vote of those members present and voting at a regularly scheduled business meeting provided that notice of the

amendment be sent to all members at least one month prior to the time when the vote is taken.

- Sec. 2 These Bylaws may be amended by a regular mail or electronic vote of the membership when a two-thirds majority of the votes returned are affirmative. When such a vote is by regular mail or electronically, the Board of Directors shall fix the time for the beginning and the closing of the balloting with at least one month intervening. A mail vote may be taken by having the amendment sent to the membership in the *YOUNG ADULT LIBRARY SERVICES: THE JOURNAL OF THE YOUNG ADULT LIBRARY SERVICES ASSOCIATION*, in *AMERICAN LIBRARIES*, or by direct regular mail or electronically when so authorized by the Board.
- Sec. 3 An amendment may be proposed by the Board of Directors, a committee authorized by the Board of Directors, or a simple majority vote of those members present and voting at a business meeting.

ARTICLE XII Parliamentary Authority

The rules contained in Sturgis's *Standard Code of Parliamentary Procedure* (revised), in the latest available edition, shall govern YALSA in all cases to which they are applicable and in which they are not inconsistent with the Bylaws of YALSA or with the Constitution and Bylaws of the American Library Association.