

YALSA Board of Directors Meeting  
ALA Midwinter Meeting, Seattle  
January 25 – 29, 2013

**Topic:** Proposed Bylaws Revisions

**Background:** As a part of their tasks for the 2012-2013 Committee year, the Organization and Bylaws Committee was asked by the Board to look at YALSA's Bylaws and recommend updates and revisions. In the fall of 2012 O&B completed this task. The following document is the Committee's recommendations. When working on this task Committee members looked at the accuracy of the current Bylaws and made some changes to guarantee that the document reflects YALSA's current initiatives and governance structure. Committee members also talked with association members about the Bylaws, the association's governance structure, the nominating process and the work of YALSA. It is a result of these discussions that many of the revisions were made. The Committee believes that strengthening the requirements for participation in governance and member activities as well as revising the nomination process will help guarantee that YALSA is governed in a way that will ensure members are served successfully.

**Action Required:** Action

- 
- All proposed additions are in bold & italics
  - All proposed deletions are struck through
  - Changes are proposed only to Articles V, VI, VIII, IX and X

**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, *Financial Advancement* 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 participate in 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. 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 participate in 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.

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 participate in 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 coordinator of Past President outreach and activities.

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 ~~Vice-President~~/President-Elect, the immediate Past President, the Fiscal Officer, the Secretary and the YALSA Councilor, **and the Executive Director (as a non-voting member)** with the President serving as Chair, and shall act for the Board of Directors between Board meetings, review agendas, coordinate orientation and training for YALSA Board members and Chairs and make recommendations for action.

e) The Executive Committee shall consist of the, ~~the Vice-President~~/President-Elect, the immediate Past President, the Fiscal Officer, the Secretary, the YALSA Councilor, and the Executive Director (as a non-voting member) with the President serving as Chair, and shall act

for the Board of Directors between Board meetings, review agendas, coordinate orientation and training for YALSA Board members and Chairs 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 at least one recent YALSA Executive Committee member sitting on the search committee* and with the concurrence of the YALSA Board of Directors.

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 at least one recent YALSA Executive Committee member sitting on the selection committee and with the agreement 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 accessibility. The Secretary shall provide notice of meetings of the Board and/or the Executive Committee when such notice is required.*

*h) The Fiscal Officer shall serve on the Board and Executive Committee and attend all Board meetings and Executive Committee meetings. The Fiscal Officer shall work with the Executive Director and President in areas related to the fiscal health of the association and report to the Executive Committee, the Board of Directors, association leaders and members on a regular basis. The Fiscal Officer shall serve as the board liaison to any fiscal related committees or other appointed groups and represent YALSA at ALA budget and fiscal meetings as needed.*

*i) Any Board of Directors or Executive Committee member who fails to perform his or her prescribed duties may be removed via a process in compliance with that outlined in The Standard Code of Parliamentary Procedure. In the event that an officer of the association is removed, procedures for replacement will be carried out as outlined in these bylaws Article 8 Sec. 15.*

**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 minimum of a one-year term by the President of YALSA. Renewal of the appointment for an additional term(s) will be dependent on satisfactory job performance. The editor(s) shall report to the Board at Midwinter and Annual Meetings about the publication of the journal.

*Article VI All YALSA serial publications (such as journals and blogs) shall have an editor or manager appointed for a minimum of a one-year term by the President of YALSA. The*

*President will work with the Executive Director and a search committee on selecting the editor(s) or manager(s) for each publication. Renewal of the appointment for an additional term(s) will be dependent on satisfactory job performance. The editor(s) or manager(s) shall report to the Board at Midwinter and Annual Meetings about the serial on which they work.*

## ARTICLE VIII Nominations and Elections

~~Sec. 1~~ Prior to the Midwinter Meeting, the President-Elect shall appoint two Nominating Committees of five. One committee will be responsible for preparing a slate of candidates who will run for YALSA Board positions and the other committee will be responsible for preparing a slate of candidates who will run for YALSA Award Committee positions. One member of each committee will have served on a recent Nominating Committee. The Immediate Past President will be the only appointee on the governance committee who is a current member of the Board. Each committee will arrange for a list of nominated candidates to be submitted by the following Midwinter Meeting. ~~August 31<sup>st</sup>~~. At the Midwinter Meeting the Nominating Committees will be announced to the Board.

The Governance Nominating Committee shall present to the Board the names of at least ~~two~~ **one** candidates for Vice President/President-Elect, ~~four~~ **at least one** candidates for *each expiring* Board of directors-at-large *position*, and ~~two~~ **at least one** candidates for each expiring Division Councilor, Fiscal Officer and Secretary position.

The Award Nominating Committee shall present to the Board the names of at least ~~six~~ **three** candidates for the Margaret A. Edwards Award Committee, at least ~~eight~~ **four** candidates for the Michael L. Printz Award Committee and at least ~~eight~~ **four** candidates for the Nonfiction Award Committee.

Between October and February each year the Nominating Committees shall report their nominations in an issue of YALSA's e-newsletter, the YALSA website, and appropriate electronic lists.

Sec. 2 Candidates shall be nominated who display the necessary skills and commitment for the particular position. Candidates shall be nominated in such manner as to assure as broad a representation as possible of members from diverse backgrounds, 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. 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. 8 The Board of directors-at-large elections shall run in a three-year cycle with every third year three candidates elected to that position. In other years two candidates shall be elected to the directors-at-large. The elected candidates shall have received the highest number of votes cast and be elected to a three year term. 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. 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. 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 The candidate nominated for YALSA Secretary 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.***

***Section 15 The four candidates nominated for the Excellence in Non-fiction 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. ~~14~~ **16** 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. ~~14~~ **17** When a vacancy occurs in the office of President-elect the Nominating Committee ***which placed that President-elect's name on the slate*** shall reconvene to nominate at least ~~two~~ **one** candidate whose name shall be submitted to the membership for election by regular mail or electronically.

Sec. ~~15~~ **18** 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, 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. 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 communicated to chairs each year by the President of the association.*

#### ARTICLE X ~~Discussion 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 or other appointed group, 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 an ~~discussion or~~ interest group. *Each year, by July 1, each interest group convener shall submit a report to the Board of Directors on the activities of the group over the preceding year. When a yearly report is not received by the given deadline the group will be considered inactive.*

Sec. 3 Membership is limited to YALSA members.

Sec. 4 The ~~discussion or~~ interest group shall elect a convener annually *either electronically or at a face-to-face meeting during Annual Conference.* ~~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, an ~~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.

---

#### **Recommended Board Action**

Adopt the bylaws revisions as presented in this document and direct the Executive Director to include these proposed revisions on the 2013 ballot for the consideration of the membership.

#### **Additional Resources:**

- YALSA Bylaws, <http://ow.ly/gFNC5> (.pdf)
- ALA Bylaws, [www.ala.org/aboutala/governance/constitution/bylaws](http://www.ala.org/aboutala/governance/constitution/bylaws)