

# **Policy No: H-1**

## **Subject: AASL Chapter Affiliation Process and Maintenance**

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**Review Date(s):**

**Review Responsibility:** AASL Bylaws and Organization Committee, AASL Board of Directors

### **Policy Statement:**

Organizations formed by persons active in the field of school librarianship may be recognized by AASL as an AASL Chapter. Each organization must conform to guidelines approved by the AASL Board of Directors.

### **Focus:**

AASL Chapters, AASL Board of Directors

### **Purpose:**

To define the guidelines for obtaining AASL Chapter status.

### **Supportive Documentation:**

1. AASL Bylaws Article IX: AASL Chapters
  - a. Section 1. Chapter: Any state-wide, territorial, District of Columbia, or multi-state regional organization whose purposes are compatible with those of AASL as verified by the organization's Constitution or Bylaws, which hold regular conferences or meetings and has a systematic channel of communication with its members and whose membership includes twenty-five (25) personal members of the AASL or with ten (10) percent of the organization's membership, whichever is smaller; may, on request and upon approval of the AASL Board of Directors, become affiliated with the AASL. The president and representatives of the AASL Chapter must be personal members of the AASL.

### **Procedure:**

1. An organization must meet the following criteria to apply for chapter status:
  - a. The organization holds regular conferences or meetings.
  - b. The organization has a systematic channel of communication with its members.

- c. The organization includes 25 personal members of AASL or ten percent of the organization's membership, whichever is smaller.
  - d. The president and AASL Chapter delegate(s) are personal members of AASL.
  - e. An organization that is not a school library association that does not have a separate school library section within it may request a waiver to the requirement for the President to be a personal member.
2. An organization shall submit all required information to AASL staff at least 30 days prior to an AASL Board of Directors meeting.
3. AASL staff will verify that all criteria listed in this policy have been met.
4. AASL staff will prepare a report, including a copy of the organization's bylaws or constitution, for the AASL Board of Directors to determine whether the organization's purpose is compatible with AASL's.
5. Organizations that are under consideration may attend the AASL Chapter Assembly meetings but will not be given voting privileges until the AASL Board of Directors has voted to approve chapter status for the organization.
6. To maintain AASL Chapter status, an organization must complete a yearly survey distributed by AASL during the January or February assembly meeting.
  - a. Surveys must be completed by the end of the ALA Annual Conference.
  - b. Organizations that do not complete the survey within three months of the deadline must re-apply for chapter status.