

Bylaws of the Library Leadership and Management Association
A division of the American Library Association

Article I. NAME

The name of this organization will be the Library Leadership and Management Association (LLAMA), a Division of the American Library Association (ALA).

Article II. MISSION

The Library Leadership and Management Association (LLAMA) advances outstanding leadership and management practices in library and information services by encouraging and nurturing individual excellence in current and aspiring library leaders.

Article III. MEMBERSHIP AND DUES

Section 1. Members. Any ALA member may become a member of LLAMA upon payment of dues.

Section 2. Rights. Every personal member of LLAMA has the right to vote, to hold office, and to volunteer.

Section 3. Dues. The cost of annual dues will be determined by the Board of Directors.

Section 4. Membership year. The association's membership and fiscal year will be the same as that of ALA.

Article IV. OFFICERS

Section 1. Officers. The officers of the association will be the president, the president-elect, and the immediate past president.

Section 2. Terms of office. The officers will serve a one-year term in their respective offices.

Section 3. Responsibility and authority. The officers will perform the duties pertaining to their respective offices and other such duties as may be defined by the Board of Directors.

Article V. BOARD OF DIRECTORS

Section 1. Members. The Board of Directors will consist of the officers, the treasurer, the division councilor, and two directors. The editor of LL&M and the executive director will serve as non-voting members.

a) Treasurer. The treasurer will be appointed by the president-elect, in concurrence with the Board, to a two-year term, and is eligible for one re-appointment.

b) Division Councilor. The division councilor will be elected for a three-year term and will represent the division on the ALA Council.

c) Directors. Directors will be elected to staggered two-year terms and are eligible for one re-election.

d) Executive Director. The executive director will be appointed by the ALA executive director in concurrence with the Board.

Section 2. Responsibility and Authority. The Board of Directors will be the governing body of the association; will actively create and support its strategies; and will establish financial policies and be accountable for association assets.

Section 3. Meetings. The Board of Directors will meet in conjunction with ALA conferences and at other times as determined by the president.

Section 4. Vacancies. If the office of president becomes vacant, the president-elect will become president completing that term of office prior to serving the following term as president. All other vacancies will be interim appointments made by the president with the approval of the Board until the next election when the unexpired term(s) will be filled.

Section 5. Quorum. A majority of the voting members of the Board will constitute a quorum.

Article VI. COMMUNITIES OF PRACTICE

Section 1. Establishment/Dissolution. The Board can create or dissolve Communities of Practice as necessary, based on input from members.

Section 2. Purpose. Communities of Practice exist to provide continuing education, information and networking around a topic unique to the community it serves.

Section 3. Organization. Communities of Practice will be managed by at least one member volunteer in accordance with policies and practices established by the Board.

Article VII. COMMITTEES, TEAMS, AND OTHER MEMBER GROUPS

Section 1. Authorization and Dissolution. The Board and Communities of Practice may create and abolish, under such rules as they may adopt for this purpose, committees, teams, task forces, discussion groups, and other member groups as needed to carry out the work of the division.

Section 2. Appointments and Terms. The president-elect, Communities of Practice and staff may make appointments as needed. Terms will be determined by the work to be done.

Article VIII. NOMINATIONS AND ELECTIONS

Section 1. Eligibility of Candidates. Any candidate for office must be a personal member of the division.

Section 2. Nominating Committee. The president-elect will appoint a committee to prepare a slate of candidates for each election. No member of the Board may serve as a member of the Nominating Committee. Members of the Nominating Committee will serve a one-year term and will not be eligible for immediate reappointment.

Section 3. Nominations by Petition. A candidate may be nominated by a petition signed by twenty-five personal members of the association and filed with the executive director.

Section 4. Elections. Elections will be held in accordance with ALA bylaws and procedures.

Article IX. DIVISION ANNUAL MEETING

Section 1. Annual Meeting. An annual meeting may be called by the Board of Directors and held at the ALA Annual Conference. If a quorum is present, an affirmative vote of a simple majority of the voting members will be required to pass a motion. If a quorum is not present, a motion cannot be passed.

Section 2. Special Meetings. Special meetings may be called by the Board of Directors or upon the written request of fifty members of the association. At least thirty days notice will be given and only business specified in the meeting notice will be transacted. If a quorum is present, an affirmative vote of a simple majority of the voting members will be required to pass a motion. If a quorum is not present, a motion cannot be passed.

Section 3. Quorum. Fifty members will constitute a quorum at either the annual meeting or a special meeting.

Article X. ELECTRONIC VOTES

Section 1. Membership. Electronic votes of the membership may be authorized between meetings by the Board of Directors, provided all members are canvassed simultaneously. Such votes will be conducted under the same requirements as votes at meetings.

Section 2. Board of Directors. Electronic votes of the Board of Directors may be taken during online Board meetings.

Article XI. PARLIAMENTARY AUTHORITY

The parliamentary authority used by the association will be the same as that used by ALA.

Article XII. AMENDMENT OF BYLAWS

Section 1. Proposals. Amendments to the bylaws may be proposed by the Board of Directors or by a petition signed by 50 or more members of the division.

Section 2. Board Action. A proposed amendment to the bylaws will be voted upon by association members after it has been approved by a majority of the Board of Directors.

Section 3. Notice. Written notice of the text of the amendment will be provided to members at least one month before consideration.

Section 4. Voting. Amendments may be voted upon by members by mail or electronic ballot or at a public membership meeting.

a) If by mail or electronic ballot, the bylaws amendment is accepted if a majority of those members participating vote in favor of the amendment.

b) If a quorum is present at a public membership meeting, an affirmative vote of a simple majority of the voting members will be required to pass an amendment. If a quorum is not present, an amendment cannot be passed. Fifty members will constitute a quorum at a public membership meeting.

Section 5. Adoption. Unless otherwise specified, a proposed amendment becomes effective when it has been approved.

Section 6. Editorial Changes. The Board of Directors may make editorial changes to the bylaws that do not affect their substance and meaning. These changes will take effect upon such action.

Adopted June 11, 1960.

Revised: 1962; 1965; 1966; 1970; 1972; 1977; 1979; 1984; 1989; 1992; 1996; 2002; 2005; 2010; 2012, 2014, 2016.