

LIBRARY LEADERSHIP ROUNDTABLE

BYLAWS

Article I. Name

Section 1.

The name of this organization shall be the Tennessee Library Association Library Leadership Roundtable (TLALLR).

Section 2.

The Bylaws of this Roundtable shall not be in conflict with the Bylaws of the Tennessee Library Association (TLA).

Article II. Purpose

The purpose of this Roundtable is to provide an avenue for discussion about issues related to library management and leadership.

Article III. Membership

Section 1.

Individual membership shall be open to any member of the Tennessee Library Association who is in a position of leadership, supervision and/or aspires to library leadership or management.

Section 2.

Individuals who join the Tennessee Library Association will receive free membership in the Tennessee Library Association Library Leadership Roundtable if it is selected as the first choice of Roundtable membership. If chosen as an additional Roundtable, the annual dues shall be the current rate that TLA charges for Roundtable membership.

Article IV. Officers

Section 1.

The officers of the Roundtable shall be Chair, Chair-Elect, and Secretary. These officers shall perform the duties prescribed in the Bylaws and outlined in the TLA Manual of Procedures.

Section 2.

The officers shall serve for one-year terms that shall coincide with the terms of office of TLA. In the event that the Chair is unable to complete the term of office, the Chair-Elect shall succeed to the office of Chair. In the event that any other officer is unable to complete a term of office, the Chair may appoint a replacement for the remainder of the term of office with the approval of the TLALLR Executive Committee.

Section 3.

The officers of the Roundtable and two Members at Large elected by the membership will make up the TLALLR Executive Committee. The Executive Committee will appoint and charge the Nominating Committee to present a slate of officers for election at the annual business meeting.

Section 4.

No member shall hold more than one office concurrently in this Roundtable.

Section 5.

All officers of the Roundtable shall be members of TLA.

Article V. Duties of Officers

Section 1.

The duties of the Chair include the following:

- Preside at all meetings of the Roundtable.
- Submit an annual report on the Roundtable's activities during the year to the TLA Board when requested.
- Represent the Roundtable at meetings of the TLA Board of Directors. If the Chair cannot attend the TLA Board Meeting, the Chair-Elect should represent the Roundtable.
- Oversee activities of the Roundtable between meetings, and perform any other duties which may be outlined in the TLA Manual of Procedures.

Section 2.

The Chair-Elect shall assume the duties of the Chair at the expiration of the chair's term of office. Duties of the Chair-Elect are as follows:

- Act in any absence of the Chair.
- Represent the Roundtable at meetings of the TLA Board of Directors if the Chair cannot attend.
- Serve as a member of the TLALLR Nominating Committee.
- Plan the program activity for the Roundtable, including any programs at the TLA Annual Conference.
- Perform other duties requested by the Chair and/or the Roundtable's Executive Committee or those which may be outlined in the TLA Manual of Procedures.

Section 3.

The duties of the Secretary are as follows:

- Collect news of the Roundtable for publication in the TLA Newsletter or elsewhere and send to the Editor before announced deadline.
- Record minutes of all Roundtable meetings wherever appropriate.
- Perform other duties requested by the Chair or which may be outlined in the TLA Manual of Procedures.

Section 4.

The duties of the Members at Large are as follows:

- Represent the broad interests of the Roundtable members at the Executive Committee level.
- Attend Executive Committee meetings as scheduled.
- Perform other duties requested by the Chair or which may be outlined in the TLA Manual of Procedures.

Article VI. Nominations and Elections**Section 1.**

A committee to nominate candidates for Chair-Elect and Secretary shall be appointed by the TLALLR Executive Committee. This committee shall select at least one candidate for each office for presentation at the business meeting of the Roundtable during the TLA Annual Conference. Consent of the nominees must be obtained prior to nomination. Nominations and selection of the two representative members at large will be entertained from the floor at that meeting following the procedures outlined below in

Section 2.

Officers shall be elected during the Roundtable's business meeting at the TLA Annual Conference. Additional nominations may be made during the business meeting, provided consent of the nominee is obtained. All members of TLA affiliated with the Roundtable are eligible to vote. The officers shall be elected by a majority vote of the members present.

Article VII. TLALLR Executive Committee**Section 1.**

The three selected officers of the Roundtable and two Members at Large elected by the members of the Roundtable shall constitute the Executive Committee. The Chair of the Roundtable shall serve as Chair of the Executive Committee.

Section 2.

The Executive Committee shall have general supervision of the affairs of the Roundtable in the intervals between meetings.

Section 3.

Unless otherwise decided by the Executive Committee, regular meetings of the Executive Committee shall be held only when specifically called by the Chair or by the President of TLA.

Article VIII. Committees**Section 1.**

Committees of the Roundtable shall include the Nominating Committee, Program Committee, and others deemed to be in the best interest of the Roundtable or needed to meet a specific charge.

Section 2.

The Executive Committee of the Roundtable shall appoint the committee chairs. The members of the committees will be appointed by the committee chairs in consultation with the TLALLR Executive Committee. Committee chairs shall serve the same term of office as Roundtable officers.

Article IX. Meetings

Section 1.

Meetings of the Roundtable, including the business meeting, shall be held during the TLA Annual Conference and as called by the Executive Committee of the Roundtable.

Section 2.

A special meeting may be called by the Executive Committee of the Roundtable. The purpose, time, and place of the meeting shall be stated in the call, and the members shall be given at least 30 days' notice prior to the meeting.

Article X. Affiliation With Other Organizations

The Roundtable may affiliate with other organizations, which must first be approved by the TLA Board of Directors in order to validate that there is no conflict with the Bylaws of this Roundtable or with the Bylaws of TLA.

Article XI. Parliamentary Authority

The rules contained in the latest edition of Alice Sturgis' *Standard Code of Parliamentary Procedure* shall govern the Roundtable in all cases where they are applicable and in which they are not inconsistent with the Bylaws of TLA or any special rules of order the Roundtable may adopt.

Article XII. Amendment of Bylaws

These Bylaws may be amended by a quorum of those members present at the annual business meeting or any called meeting. The establishment of a quorum is constituted as 50% + 1 member of the total membership.

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