

## APPENDIX E

### NORTH CAROLINA COMMUNITY COLLEGE LIBRARY ASSOCIATION

#### CONSTITUTION

##### Preamble

We, the members of the North Carolina Community College Library Association, in order to ensure that the Association serves as a statewide voice for learning resources and services, advances the cause of education for all individuals, promotes professional development and unity of purpose for all personnel involved in community college library programs, and encourages innovations for support of the instructional process, do hereby adopt this Constitution.

- Article I. The name of the organization will be the North Carolina Community College Library Association.
- Article II. The goals of the Association shall be as stated in the Preamble. The Association shall have all the power necessary and proper to take action for the attainment of these goals. Nothing in the CONSTITUTION or in the BYLAWS shall be construed to prevent the Association from pursuing objectives which are consistent with stated goals of the Association.
- Article III.
1. Membership in the Association shall be of three classifications: Active, Associate, and Life.
  2. Active membership is for all North Carolina Community College System library personnel. Active members shall be entitled to vote, hold offices, and participate in the discussions and activities of the Association.
  3. Associate membership is for any person with an interest in community college libraries and the goals and purposes of NCCCLA. This category includes former active members who have entered other fields of endeavor, administrators in local institutions, library personnel from colleges and universities, library personnel from other states, students, and vendors. Associate members shall have all privileges of active members except that of holding elected office.
  4. Life membership may be bestowed by the Executive Board. This category includes persons recognized for outstanding service to the Association. Life members shall be exempt from paying dues and shall have all privileges of active members, except that of holding elected office.

5. Current membership is required in order to hold office, to serve on committees, and to exercise the voting right.

Article IV. Dues shall be determined by the Executive Board.

- Article V.
1. The administrative authority of the Association will be the Executive Board, with the President of the Association acting for the Board in a day-to-day capacity. The other officers comprising the Executive Board will be the Vice President/President-Elect, the Secretary, and the Treasurer. These four officers will be elected by the membership. The Immediate Past President will be a member of the Executive Board.
  2. The Association will maintain six geographic districts with a District Director being elected by the members of each district. The Directors are voting members of the Executive Board.
  3. The Committee Chairpersons, Newsletter Editor, Membership Chairperson, Nominating Officer, Webmaster, Archivist, and Procedures Officer will attend Board Meetings as voting members.

Article VI. Meetings of the Association or its component parts will be called by the President, the respective committee chairperson, or the respective District Director. The members present at any meeting, of which a two-week written notice has been given to all members, will constitute a quorum. Guests may be invited to any meeting.

Article VII. The President, with Executive Board approval, may establish committees or task forces.

- Article VIII.
1. Financial or ethical obligations for the Association are to be made and monitored by the Executive Board or by a designated member of the Executive Board. A synopsis of Association activities reported by each member of the Board will be made known to the membership through the Executive Board meeting minutes which are posted on the NCCCLA website.
  2. A member of the Executive Board may be removed from office after an investigation of a written complaint. Each complaint shall be given to the Association Secretary or President and shall contain examples of the inappropriate or inadequate action. A vote of seven members of the Board is required for dismissal.

Article IX. The Association will maintain an open channel of communication for the membership using a variety of methods.

Article X. Association meetings will be conducted according to standard parliamentary procedure.

- Article XI.
1. Amendments to the Constitution or Bylaws, far-reaching or controversial decisions, and the election of officers are to be conducted through electronic mail to all members. Amendments require a two-thirds affirmative vote of those responding for passage. Decisions and elections require an affirmative plurality for passage. All membership calls to vote will contain accurate and adequate information on which a member should be able to make a sound decision.
  2. All amendments, decisions, and elections must be submitted to the membership two weeks prior to the vote.

REVISED 2016