

BYLAWS OF THE ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM,

Draft

ARTICLE I. NAME.

The official name of this organization shall be the Atlanta Health Science Libraries Consortium.

ARTICLE II. OBJECTIVES.

The purpose of the Consortium shall be:

1. To become acquainted ^{with each other} and foster better communications between the health science librarians in the Atlanta area.
2. To cooperate in the exchange of information and share our existing resources to greater mutual advantage.
3. To strengthen our existing resources and library services through cooperative programs and funding.
4. To promote continuing education of health science librarians by conducting workshops in various phases of librarianship.
5. To assist in the development and growth of health science libraries in the Atlanta area.
6. To cooperate in the development of a union list of serials to which member libraries subscribe to facilitate interlibrary loans and other activities.
7. To demonstrate an active interest in the continuing education of the health community by providing information on the library services and resources (both print and non-print) available locally and through the national biomedical network.
8. ~~The Atlanta Health Science Libraries Consortium shall be a non-profit organization.~~

ARTICLE III. MEMBERSHIP AND VOTING.

Section 1. Full membership shall be for libraries operating as basic units in the national biomedical communications network in the Atlanta area. This would include the following:

- a. Hospitals

b. ~~Other~~ Health-related schools, research organizations or governmental agencies.

health
The ~~A~~ librarian or her/his delegate will officially represent the member library and cast its vote.

Section 2. Supporting membership may be held by regional resource libraries and academic libraries for the purpose of coordinating, extending or supporting health science information services in the Atlanta area. The head ~~the~~ librarian or her/his delegate will officially represent the member library ~~and cast its vote.~~

Section 3. New members shall be ~~admitted on the recommendation the the Steering~~ *approved by admission of Executive* Committee and ~~awarded~~ *admitted* by a majority vote of the general membership.

Section 4. Voting privilege shall be as follows:

a. The delegate from a Full Membership library shall have one vote.

b. The delegate from a Supporting Membership library shall ~~have one vote.~~ *not vote.*

Section 5. Absentee voting shall be allowed by proxy.

ARTICLE IV. OFFICERS.

Section 1. The Chairperson shall preside at all meetings of the ~~Association~~ *Consortium*, and of the Steering Committee, and shall be a ~~member~~ *staff* member, ex officio, of all committees and designate the chairperson of each committee.

Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all the duties of the Chairperson. *Other duties may be assigned. select.*

Section 3. The Secretary shall be responsible for all record keeping and correspondence which is not a function proper to other offices, or to committees.

Section 4. At the ~~October~~ *August November* meeting nominations from the floor shall be accepted for all elected offices (all of the above).

Section 5. At the next regular meeting following the ~~October~~ *November* meeting the officers shall be elected by ballot to serve for one year or until their successors are elected. Their term of office shall begin ~~as soon as they are elected.~~ *at the next regular meeting.*

Held

8. The ^{Director or} ~~Head~~ ^{Lib.} of the
local ~~regional~~ ^{H.W. Calhoun Med. Lib.} ~~medical~~ ^{libary} ~~or her~~ ^{or her} designated reps. shall
serve in an advisory capacity to
the Consortium.

ARTICLE IV. OFFICERS

Section 1. The Chairperson shall preside at all meetings of the Association, and of the Executive Committee, and shall be a member, ex officio, of all committees and designate the chairperson of each committee.

Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all the duties of the Chairperson.

Section 3. The Secretary shall be responsible for all record keeping and correspondence which is not a function proper to other officers, or to committees.

Section 4. At the Association's meetings, no resolutions from the floor shall be accepted for all elected officers (all of the above).

Section 5. At the next regular meeting following the election, the officers shall be elected by ballot to serve for one year or until their successors are elected. Their term of office shall begin at the next meeting.

institutions
Section 6. No member shall hold more than one office at a time. *possible exception*

ARTICLE V. MEETINGS.

Section 1. The regular meetings of the Consortium shall be held monthly unless otherwise ordered by the Consortium.

Section 2. Special meetings can be called by the Chairperson or by the Steering Committee.

Section 3. A majority of the delegates from member libraries shall constitute a quorum.

ARTICLE VI. STEERING COMMITTEE.

Section 1. The elected officers of the Consortium shall constitute the Steering Committee.

Section 2. The Steering Committee shall conduct the business of the Consortium in accordance with the bylaws and with actions taken at meetings of the Consortium and make recommendations to the Consortium regarding coordinated programs and services.

Section 3. Meetings of the Steering Committee shall be called by the Chairperson or at the request of two members of the Committee.

ARTICLE VII. AD HOC COMMITTEES.

Ad hoc committees shall be appointed as required by the Chairperson to serve as long as he/she deems necessary.

ARTICLE VIII. PARLIAMENTARY AUTHORITY.

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall *guide* ~~govern~~ the Consortium in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

ARTICLE IX. AMENDMENT OF BYLAWS.

These bylaws can be amended at any regular meeting of the Consortium by a majority vote, provided that the amendment has been submitted in writing and discussed at the previous regular meeting. *or mailed 15 days prior*

to the regular meeting.

BYLAWS OF THE ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM

ARTICLE I. NAME.

The official name of this organization shall be the Atlanta Health Science Libraries Consortium.

ARTICLE II. OBJECTIVES.

The purpose of the Consortium shall be:

1. To become acquainted with each other and foster better communications between the health science librarians in the Atlanta area.
2. To cooperate in the exchange of information and share our existing resources to greater mutual advantage.
3. To strengthen our existing resources and library services through cooperative programs and funding.
4. To promote continuing education of health science librarians by conducting workshops in various phases of librarianship.
5. To assist in the development and growth of health science libraries in the Atlanta area.
6. To cooperate in the development of a union list of serials to which member libraries subscribe in order to facilitate interlibrary loans and other activities.
7. To demonstrate an active interest in the continuing education of the health community by providing information on the library services and resources (both print and non-print) available locally and through the national biomedical network.
8. The Atlanta Health Science Libraries Consortium shall be a non-profit organization.

ARTICLE III. MEMBERSHIP AND VOTING.

Section 1. Full Membership shall be for libraries operating as basic units in the national biomedical communications network in the Atlanta area. This would include the following:

- a. Hospitals
- b. Health-related schools, research organizations or governmental agencies

The health librarian or her/his delegate shall officially represent the member library and cast its vote.

Section 2. Supporting membership may be held by regional resource libraries and academic libraries for the purpose of coordinating, extending or supporting health science information services in the Atlanta area. The health librarian or her/his delegate shall officially represent the member library.

Section 3. New members shall be approved for admission by the Executive Committee and admitted by majority vote of the general membership.

Section 4. Voting privilege shall be as follows:

- a. The delegate from a Full Membership Library shall have one vote.
- b. The delegate from a Supporting Membership Library shall have no vote.
- c. Absentee voting shall be allowed by proxy.

ARTICLE IV. OFFICERS.

Section 1. The Chairperson shall preside at all meetings of the Consortium, and shall be a voting member, ex officio, of all committees and shall designate the chairperson of each committee.

Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all duties of the Chairperson and shall serve as Chairperson-Elect. Other duties may be assigned by the Chairperson.

Section 3. The Secretary shall be responsible for all record keeping and correspondence

which is not a function proper to other offices, or to committees.

Section 4. At the November meeting, the Chair will appoint a Nomination Committee to select candidates for offices for the coming year. The Committee shall submit its recommendations to Consortium members 15 days before the next regular meeting following the November meeting.

Section 5. At the next regular meeting following the November meeting the officers shall be elected by ballot to serve for one year or until their successors are elected. Their term of office shall begin at the next regular meeting.

Section 6. Should a position become vacant, the Chair will appoint a temporary replacement until the time of the next election. Should less than half of the term remain, the pro-tem officer would be eligible to serve another term.

Section 7. No member shall hold more than office at a time or succeed itself in the same office.

Section 8. The Director of the A.W. Calhoun Medical Library or her designated representative(s) shall serve in an advisory capacity to the Consortium.

ARTICLE V. MEETINGS

Section 1. The regular meeting of the Consortium shall be held monthly unless otherwise ordered by the Consortium.

Section 2. Special meetings can be called by the Chairperson or by the Executive Committee.

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ARTICLE VI. EXECUTIVE COMMITTEE

Section 1. The elected officers of the Consortium shall constitute the Executive Committee.

Section 2. The Executive Committee shall conduct the business of the Consortium in accordance with the bylaws and with actions taken at meetings of the Consortium and make recommendations to the Consortium regarding coordinated programs and services.

Section 3. Meetings of the Executive Committee shall be called by the Chairperson or at the request of two members of the Committee.

ARTICLE VII. AD HOC COMMITTEES

Ad hoc committees shall be appointed as required by the Chairperson to serve as long as is deemed necessary.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall guide the Consortium in all cases to which they apply and in which they are not inconsistent with these by-laws.

ARTICLE IX. AMENDMENT OF BYLAWS.

These by-laws may be amended at any regular meeting of the Consortium by a majority vote, provided that the amendment has been submitted to the membership in writing and discussed at the previous regular meeting or mailed at least 15 days prior to the next regular meeting.

BYLAWS OF THE ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM

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- Section 2. Supporting membership may be held by regional resource libraries and academic libraries for the purpose of coordinating, extending or supporting health science information services in the Atlanta area. The health librarian or her/his delegate shall officially represent the member library.
- Section 3. New members shall be approved for admission by the Executive Committee and admitted by majority vote of the general membership.
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- Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all duties of the Chairperson and shall serve as Chairperson-Elect. Other duties may be assigned by the Chairperson.
- Section 3. The Secretary shall be responsible for all record keeping and correspondence which is not a function proper to other offices, or to committees.
- Section 4. At the November meeting, the Chair will appoint a Nominations Committee to select candidates for offices for the coming year. The Committee shall submit its recommendations to Consortium members 15 days before the next regular meeting following the November meeting.
- Section 5. At the next regular meeting following the November meeting the officers shall be elected by ballot to serve for one year or until their successors are elected. Their term of office shall begin at the next regular meeting.
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ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM

AMENDMENT PROPOSAL

ARTICLE III. Membership and Voting

Section I. Full Membership shall be for health science libraries which have the continual interest and financial support of their own institution and a person responsible for library services, and which are located in the Atlanta area ^{DeKalb} ~~(DeKalb, Cobb, or Fulton County)~~. This would include the following:

- a. Hospitals
- b. Health-related schools, research organizations, or government agencies.

The librarian or her/his delegate shall officially represent the member library and cast its vote.

NOTE: We estimate that the 3-county area presently has 36 or more potential members.

Present consortium membership is 16.

ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM

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5. To assist in the development and growth of health science libraries in the Atlanta area.
6. To cooperate in the development of a union list of serials to which member libraries subscribe to facilitate inter-library loans and other activities.
7. To demonstrate an active interest in the continuing education of health community by providing information on the library services and resources (both print and non-print) available locally and through the national biomedical network.
8. The Atlanta Health Science Libraries Consortium shall be a non-profit organization.

ARTICLE III. MEMBERSHIP AND VOTING

Section 1. Full membership shall be for health science libraries which have the continuing interest and financial support of their own institution and a person responsible for library services, and which are located in the Metro Atlanta area. This would include the following:

- a. Hospitals
- b. Health-related schools, research organizations, or government agencies.

The librarian or her/his delegate shall officially represent the member library and cast its vote.

Section 2. Supporting membership may be held by regional resource libraries, academic libraries and other health science

libraries for the purpose of coordinating, extending or supporting health science information services in the Atlanta area. The Supporting member may decline inclusion of holdings in Consortium union lists. If, however, holdings are included, the supporting member will contribute equally to the production expense. Supporting members may place restrictions on lending and/or charge for interlibrary loans. Full members may also place restrictions on loans to supporting members. The health science librarian or her/his delegate shall officially represent the member library.

Section 3. New members shall be approved for admission by the Executive Committee after announcement of request for membership has been made at a monthly meeting and in the minutes thereof.

Section 4. Voting privilege shall be as follows:

- a. The delegate from a Full Membership library shall have one vote.
- b. The delegate from ~~a~~ Supporting Membership library shall have ~~one~~ vote.
20
- c. Absentee voting shall be allowed by proxy.

Section 5. Change in membership status may be accomplished by the submission of a written request to the Consortium Chairperson followed by approval by the Executive Committee.

ARTICLE IV. OFFICERS

Section 1. The Chairperson shall preside at all meetings of the Consortium and of the Executive Committee, and shall be a member, ex officio, of all committees and designate the chairperson of each committee.

Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all the duties of the Chairperson. The Vice-Chairperson shall perform other duties as assigned.

Section 3. The Secretary shall be responsible for all record keeping and correspondence which is not a function proper to other offices, or to committees.

Section 4. At the November meeting the Chair will appoint a Nominating Committee to select candidates for offices for the coming year. The Committee shall submit its recommendations to Consortium members 15 days before the next regular meeting following the November meeting.

Section 5. At the next regular meeting following the November meeting the officers shall be elected by ballot to serve for one year or until their successors are elected. Their term of office shall begin at the next regular meeting.

Section 6. Should a position become vacant, the Chair will appoint a temporary replacement until the time of the next election. Should less than half of the term remain, the pro-tem officer would be eligible to serve another term.

Section 7. No member shall hold more than one office at a time.

Section 8. The Director of the A.W. Calhoun Medical Library or her designated representative(s) shall serve in an advisory capacity to the Consortium.

ARTICLE V. MEETINGS

Section 1. The regular meetings of the Consortium shall be held monthly unless otherwise ordered by the Consortium.

Section 2. Special meetings may be called by the Chairperson or by the Executive Committee.

Section 3. A majority of the delegates from member libraries shall constitute a quorum.

ARTICLE VI. EXECUTIVE COMMITTEE

Section 1. The elected officers of the Consortium shall constitute the Executive Committee.

Section 2. The Executive Committee shall conduct the business of the Consortium in accordance with the Bylaws and with actions taken at meetings of the Consortium and make recommendations to the Consortium regarding coordinated programs and services.

Section 3. Meetings of the Executive Committee shall be called by the Chairperson or at the request of two members of the Committee.

ARTICLE VII. AD HOC COMMITTEES

Ad hoc committees shall be appointed as required by the Chairperson to serve as long as she/he deems necessary.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the Consortium in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE IX. AMENDMENT OF BYLAWS

These Bylaws can be amended at any regular meeting of the Consortium by a majority vote, provided that the amendment has been submitted to the membership in writing and discussed at the previous regular meeting or mailed at least 15 days prior to the next regular meeting.

ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM

BYLAWS

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The purpose of the Consortium shall be:

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7. To demonstrate an active interest in the continuing education of the health community by providing information on the library services and resources (both print and non-print) available locally and through the national biomedical network.
8. The Atlanta Health Science Libraries Consortium shall be a non-profit organization.

ARTICLE III. MEMBERSHIP AND VOTING

Section 1. Full membership shall be for health science libraries which have the continuing interest and financial support of their own institution and a person responsible for library services, and which are located in the Metro Atlanta area. This would include the following:

- a. Hospitals
- b. Health-related schools, research organizations, or government agencies.

The librarian or her/his delegate shall officially represent the member library and cast its vote.

Section 2. Supporting membership may be held by regional resource libraries, academic libraries and other health science libraries for the purpose of coordinating, extending or supporting health science information services in the Atlanta area. The Supporting member may decline inclusion of holdings in Consortium union lists.

If, however, holdings are included, the supporting member will contribute equally to the production expense. Supporting members may place restrictions on lending and/or charge for interlibrary loans. Full members may also place restrictions on loans to supporting members. The health science librarian or her/his delegate shall officially represent the member library.

Section 3. New members shall be approved for admission by the Executive Committee after announcement of request for membership has been made at a monthly meeting and in the minutes thereof.

Section 4. Voting privilege shall be as follows:

- a. The delegate from a Full Membership library shall have one vote.
- b. The delegate from a Supporting Membership library shall have no vote.
- c. Absentee voting shall be allowed by proxy.

Section 5. Change in membership status may be accomplished by the submission of a written request to the Consortium Chairperson followed by approval by the Executive Committee.

ARTICLE IV. OFFICERS

Section 1. The Chairperson shall preside at all meetings of the Consortium and of the Executive Committee, and shall be a member, ex officio, of all committees and designate the chairperson of each committee.

Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all the duties of the Chairperson. The Vice-Chairperson shall perform other duties as assigned.

Section 3. The Secretary/Treasurer shall be responsible for all record keeping and correspondence which is not a function proper to other offices, or to committees. The Secretary/Treasurer shall also perform the duties of Treasurer as required.

Section 4. The Statistician shall maintain interlibrary loan records and other records as required.

Section 5. At the November meeting the Chair will appoint a Nominating Committee to select candidates for offices for the coming year. The Committee shall submit its recommendations to Consortium members 15 days before the next regular meeting following the November meeting.

Section 6. At the next regular meeting following the November meeting the officers shall be elected by ballot to serve for one year or until their successors are elected. Their term of office shall begin at the next regular meeting.

Section 6. Should a position become vacant, the Chair will appoint a temporary replacement until the time of the next election. Should less than half of the term remain, the pro-tem officer would be eligible to serve another term.

Section 7. No member shall hold more than one office at a time.

Section 8. The Director of the A. W. Calhoun Medical Library or her designated representative(s) shall serve in an advisory capacity to the Consortium.

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Section 1. The elected officers of the Consortium shall constitute the Executive Committee.

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Ad hoc committees shall be appointed as required by the Chairperson to serve as long as she/he deems necessary.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the Consortium in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE IX. AMENDMENT OF BYLAWS

These Bylaws can be amended at any regular meeting of the Consortium by a majority vote, provided that the amendment has been submitted to the membership in writing and discussed at the previous regular meeting or mailed at least 15 days prior to the next regular meeting.

ARTICLE X. DUES

Minimal dues, as determined by the membership, may be assessed of each member.

PROPOSAL #1 FOR AMENDMENT OF BYLAWS

ARTICLE IV. OFFICERS

Section 3. The Secretary/Treasurer shall be responsible for all record keeping and correspondence which is not a function proper to other offices, or to committees. The Secretary/Treasurer shall also perform the duties of treasurer as required.

PROPOSAL #2 FOR AMENDMENT OF BYLAWS

ARTICLE IV. OFFICERS

(Present Section 4. The Statistician shall maintain interlibrary loan
Section records and other records as required.
4 will
become
Sect. 5,
etc.)

PROPOSAL #3 FOR AMENDMENT OF BYLAWS

ARTICLE X. DUES

Minimal dues, as determined by the membership, may be assessed of each member.

DATE: 17 March 1981, Georgia Baptist Medical Center Medical Library

TO: Steve Koplan, Vice-Chairperson, AHSLC

FROM: Bylaws Committee: Fay E. Boyer, Miriam Boland,
Marilyn Gibbs, Joe Swanson

SUBJECT: Amendment Recommendations to the Bylaws of the
Atlanta Health Science Libraries Consortium

ARTICLE III. MEMBERSHIP AND VOTING

Section 3. New members shall be approved for admission by the Executive Committee after announcement of request for membership has been made at a monthly meeting and in the minutes thereof. Full members shall agree:

- 1) to be governed by the Bylaws of the Atlanta Health Science Libraries Consortium
- 2) participate in interlibrary loan exchange among members
- 3) to provide a list of holdings and mailing labels to each member within six months of membership acceptance
- 4) to submit to the statistician by the following regular meeting, monthly interlibrary loan statistics
- 5) to the sharing of information among the participants
- 6) to the sharing of the cost of special efforts (union lists, etc.)
- 7) to rotate meetings among the participants
- 8) any library failing to comply with these requirements, may be reevaluated for continuing membership by the Executive Committee

Section 6. The termination of membership may be initiated by the institution upon 90 days written notice to the Executive Committee. Request for change in membership status must be submitted in writing to the Executive Committee.

ARTICLE IV. OFFICERS

Section 5. At the September meeting the Chair will appoint a Nominating Committee to select candidates for offices for the coming year. The committee shall submit its recommendations to consortium members at the October meeting.

Section 6. At the November meeting the officers shall be elected by majority vote of active members present at the meeting. The officers will serve one year or until their successors are elected. Their term of office shall begin at the close of the November meeting.

cc: Gail Waverchak, Chairperson

DATE: 19 March 1981

TO: The Atlanta Health Science Libraries Consortium

FROM: The Bylaws Committee: Fay E. Boyer, Miriam Boland,
Marilyn Gibbs, Joe Swanson

SUBJECT: Amendment Recommendations to the Bylaws of the
Atlanta Health Science Libraries Consortium

ARTICLE III. MEMBERSHIP AND VOTING

Section 3. New members shall be approved for admission by the Executive Committee after announcement of request for membership has been made at a monthly meeting and in the minutes thereof. Full members shall agree:

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DATE: 16 April 1981

TO: The Atlanta Health Science Libraries Consortium

FROM: The Bylaws Committee: Fay E. Boyer, Miriam Boland,
Marilyn Gibbs, Joe Swanson

SUBJECT: Amendment Recommendations to the Bylaws of the
Atlanta Health Science Libraries Consortium

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SUBJECT: Amendment Recommendations to the Bylaws of the Atlanta Health
Science Libraries Consortium, continued:

Section 6. At the November meeting the officers shall be elected by majority vote of active members present at the meeting. The officers will serve one year or until their successors are elected. Their term of office shall begin at the close of the November meeting.

ARTICLE V. MEETINGS

Section 1. The regular meeting of the consortium shall be held monthly unless otherwise ordered by the consortium. The meeting will be rotated among members with each host responsible for the educational program.

Section 2. Before a Commercial Vendor is invited, the host must have permission from the consortium members.

Sections 2 and 3 will be changed to read sections 3 and 4.

Atlanta Health Science Libraries Consortium Bylaws, April 1981

PRESENT

Section 3.

- h. Any library failing to comply with these requirements, may be reevaluated for continuing membership by the Executive Committee

PROPOSED

Section 3.

- h. Any library failing to comply with these requirements, may be reevaluated for continuing membership by the Executive Committee, who may recommend a change in status to the membership. Members will vote on the recommendation after discussion at a regular meeting.

PRESENT

- Section 5. Change in membership status may be accomplished by the submission of a written request to the Consortium Chairperson followed by approval by the Executive Committee.

PROPOSED

- Section 5. A member library's representative may change membership status by submitting a written request to the Consortium Chairperson followed by approval by the Executive Committee.

Section 2. If, however, holdings are included, the supporting member will contribute equally to the production expense. Supporting members may place restrictions on lending and/or charge for interlibrary loans. Full members may also place restrictions on loans to supporting members. The health science librarian or her/his delegate shall officially represent the member library.

Section 3. New members shall be approved for admission by the Executive Committee after announcement of request for membership has been made at a monthly meeting and in the minutes thereof. Full members shall agree:

- a. to be governed by the Bylaws of the Atlanta Health Science Libraries Consortium
- b. Participate in interlibrary loan exchange among members
- c. to provide a list of holdings and mailing labels to each member within six months of membership acceptance
- d. to submit to the statistician by the following regular meeting, monthly interlibrary loan statistics
- e. to the sharing of information among the participants
- f. to the sharing of the cost of special efforts (union list, etc.)
- g. to rotate meetings among the participants
- h. any library failing to comply with these requirements, may be reevaluated for continuing membership by the Executive Committee

Section 4. Voting privilege shall be as follows:

- a. The delegate from a Full Membership library shall have one vote.
- b. The delegate from a Supporting Membership library shall have no vote.

Section 5. Change in membership status may be accomplished by the submission of a written request to the Consortium Chairperson followed by approval by the Executive Committee.

Section 6. The termination of membership may be initiated by the institution upon 90 days written notice to the Executive Committee. Request for change in membership status must be submitted in writing to the Executive Committee.

ARTICLE IV - OFFICERS

Section 1. The Chairperson shall preside at all meetings of the Consortium and of the Executive Committee, and shall be a member, ex officio, of all committees and designate the chairperson of each committee.

ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM

BYLAWS

April 1981

(Supersedes All Previous Bylaws)

ARTICLE I - NAME

The official name of this organization shall be the Atlanta Health Science Libraries Consortium.

ARTICLE II - OBJECTIVES

The purpose of the Consortium shall be:

- 1) To become acquainted and foster better communications between the health science librarians in the Atlanta area.
- 2) To cooperate in the exchange of information and share our existing resources to greater mutual advantage.
- 3) To strengthen our existing resources and library services through cooperative programs and funding.
- 4) To promote continuing education of health science librarians by conducting workshops in various phases of librarianship.
- 5) To assist in the development and growth of health science libraries in the Atlanta area.
- 6) To cooperate in the development of a union list of serials to facilitate interlibrary loans and other activities.
- 7) To demonstrate an active interest in the continuing education of the health community by providing information on the library services and resources (both print and non-print) available locally and through the national biomedical network.
- 8) The Atlanta Health Science Libraries Consortium shall be a non-profit organization.

ARTICLE III - MEMBERSHIP AND VOTING

Section 1. Full membership shall be for health science libraries which have the continuing interest and financial support of their own institution and a person responsible for library services and which are located in the Metro Atlanta area. This would include the following:

- a. Hospitals
- b. Health-related schools, research organizations, or government agencies.

The librarian or her/his delegate shall officially represent the member library and cast its vote.

Section 2. Supporting membership may be held by regional resource libraries, academic libraries and other health science libraries for the purpose of coordinating, extending or supporting health science information services in the Atlanta area. The supporting member may decline inclusion of holdings in Consortium union lists.

Section 2. If, however, holdings are included, the supporting member
continued will contribute equally to the production expense. Supporting members may place restrictions on lending and/or charge for interlibrary loans. Full members may also place restrictions on loans to supporting members. The health science librarian or her/his delegate shall officially represent the member library.

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- e. to the sharing of information among the participants
- f. to the sharing of the cost of special efforts (union list, etc.)
- g. to rotate meetings among the participants
- h. any library failing to comply with these requirements, may be reevaluated for continuing membership by the Executive Committee

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Section 6. The termination of membership may be initiated by the institution upon 90 days written notice to the Executive Committee. Request for change in membership status must be submitted in writing to the Executive Committee.

ARTICLE IV - OFFICERS

Section 1. The Chairperson shall preside at all meetings of the Consortium and of the Executive Committee, and shall be a member, ex officio, of all committees and designate the chairperson of each committee.

- Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all the duties of the Chairperson. The Vice-Chairperson shall perform other duties as assigned.
- Section 3. The Secretary/Treasurer shall be responsible for all record keeping and correspondence which is not a function proper to other offices, or to committees. The Secretary/Treasurer shall also perform the duties of Treasurer as required.
- Section 4. The Statistician shall maintain interlibrary loan records and other records as required.
- Section 5. At the September meeting the Chair will appoint a Nominating Committee to select candidates for offices for the coming year. The committee shall submit its recommendations to Consortium members at the October meeting.
- Section 6. At the November meeting the officers shall be elected by majority vote of active members present at the meeting. The officers will serve one year or until their successors are elected. Their term of office shall begin at the close of the November meeting.
- Section 7. Should a position become vacant, the Chair will appoint a temporary replacement until the time of the next election. Should less than half of the term remain, the pro-tem officer would be eligible to serve another term.
- Section 8. No member shall hold more than one office at a time.
- Section 9. The Director of the A. W. Calhoun Medical Library, Emory University, Atlanta, Georgia, or her designated representative(s) shall serve in an advisory capacity to the Consortium.

ARTICLE V - MEETINGS

- Section 1. The regular meeting of the Consortium shall be held monthly unless otherwise ordered by the Consortium. The meeting will be rotated among members with each host responsible for the educational program.
- Section 2. Before a Commercial Vendor is invited, the host must have permission from the Consortium members.
- Section 3. Special meetings may be called by the Chairperson or by the Executive Committee.
- Section 4. A majority of the delegates from member libraries shall constitute a quorum.

ARTICLE VI - EXECUTIVE COMMITTEE

Section 1. The elected officers of the Consortium shall constitute the Executive Committee.

Section 2. The Executive Committee shall conduct the business of the Consortium in accordance with the Bylaws and with actions taken at meetings of the Consortium and make recommendations to the Consortium regarding coordinated programs and services.

Section 2. Meetings of the Executive Committee shall be called by the Chairperson or at the request of two members of the Committee.

ARTICLE VII - AD HOC COMMITTEES

Ad hoc committees shall be appointed as required by the Chairperson to serve as long as she/he deems necessary.

ARTICLE VIII - PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the Consortium in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE IX - AMENDMENT OF BYLAWS

These Bylaws can be amended at any regular meeting of the Consortium by a majority vote, provided that the amendment has been submitted to the membership in writing and discussed at the previous regular meeting or mailed at least 15 days prior to the next regular meeting.

ARTICLE X - DUES

Minimal dues, as determined by the membership, may be assessed of each member.

ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM

Language to be added or deleted is underlined.

PRESENT

PROPOSED

ARTICLE II - OBJECTIVES

- 1) To become acquainted and foster better communications between the health science librarians in the Atlanta area.
- 3) To strengthen our existing resources and library services through cooperative programs and funding.
- 4) To promote continuing education of health science librarians by conducting workshops in various phases of librarianship.
- 6) To cooperate in the development of a union list of serials to facilitate interlibrary loans and other activities.
- 7) (NOTE: will become #8 now)
To demonstrate an active interest in the continuing education of the health community by providing information on the library services and resources (both print and non-print) available locally and through the national biomedical network.
- 8) (NOTE: #8 becomes #9)

- 1) To become acquainted and foster better communications among the health science librarians in the Atlanta area.
- 3) To strengthen resources and library services through cooperative programs and funding.
- 4) To promote continuing education of health science librarians.
- 6) To cooperate in the development and maintenance of a union list of serials.
- 7) To facilitate interlibrary loans and other activities.
(NOTE: #7 is the last half of #6 made to stand alone.)
- 8) To demonstrate an active interest in the continuing education of the health community by providing information on the library services and resources available locally and through the national biomedical network.

ARTICLE III - MEMBERSHIP AND VOTING

Section 1. The librarian or her/his delegate shall officially represent the member library and cast its vote.

Section 2. Supporting membership may be held by regional resource libraries, academic libraries, and other health science libraries for the purpose of coordinating, extending or supporting health science information services in the Atlanta area. The supporting member may decline inclusion of holdings in Consortium union lists.

Section 1. The librarian or her/his delegate shall officially represent the member library and cast its vote and shall be eligible to hold office.

Section 2. Supporting membership may be held by resource libraries, academic libraries, and other large libraries for the purpose of coordinating, extending or supporting health science information services in the Atlanta area. The supporting member may decline inclusion of holdings in Consortium union lists.

Language to be added or deleted is underlined.

PRESENT

Section 3. New members shall be approved for admission by the Executive Committee after announcement of request for membership has been made at a monthly meeting and in the minutes thereof.

Full members shall agree:

- c. to provide a list of holdings and mailing labels to each member within six months of membership acceptance.
- h. any library failing to comply with these requirements, may be reevaluated for continuing membership by the Executive Committee.

Section 4. Voting privilege shall be as follows:

Section 5. Change in membership status may be accomplished by the submission of a written request to the Consortium Chairperson followed by approval by the Executive Committee.

Section 6. The termination of membership may be initiated by the institution upon 90 days written notice to the Executive Committee. Request for change in membership status must be submitted in writing to the Executive Committee.

PROPOSED

Section 2. (Insert the following):
He/she shall be eligible to hold any office except Chairperson or Vice-Chairperson and may serve on committees.

Section 3. New members shall be approved for admission by a majority vote of full members at a regular meeting and upon recommendation of the Executive Committee. Announcement of the request for membership must be made at a previous meeting and in the minutes thereof.
Full members shall agree:

- c. to provide serials holdings information and mailing labels to each member within six months of membership acceptance. Under special circumstances members may place restrictions on lending, with approval of the membership.

Any library failing to comply with these requirements may be reevaluated for continuing membership by the Executive Committee, who may recommend a change in the membership status of the library. The recommendation will be discussed and voted on at a regular meeting.

Section 4. Voting privilege shall be as follows:

- b. Absentee voting shall be allowed by proxy.

Section 5. A full or supporting member library's delegate may change membership status by submitting a written request to the Consortium Chairperson followed by approval by the Executive Committee.

Section 6.
A member library's delegate may terminate membership with 90 days notice in writing to the Executive Committee.

Language to be added or deleted is underlined.

PRESENT

PROPOSED

ARTICLE IV - OFFICERS

Section 5. At the September meeting the Chair will appoint a Nominating Committee to select candidates for offices for the coming year. The committee shall submit its recommendations to Consortium members at the October meeting.

Section 6. At the November meeting the officers shall be elected by majority vote of active members present at the meeting. The officers will serve one year or until their successors are elected. Their term of office shall begin at the close of the November meeting.

Section 5. At the September meeting the Chair will appoint a Nominating Committee to select candidates for offices for the coming year. The committee shall submit its recommendations to the membership in writing at least two weeks prior to the November meeting.

Section 6. At the November meeting the officers shall be elected by majority vote.

The officers will serve one year.

Their term of office shall begin at the close of the November meeting.

ARTICLE V - MEETINGS

Section 1. The regular meeting of the Consortium shall be held monthly unless otherwise ordered by the Consortium. The meeting will be rotated among members with each host responsible for the educational program.

Section 2. Before a Commercial Vendor is invited, the host must have permission from the Consortium members.

Section 4. A majority of the delegates from member libraries shall constitute a quorum.

Section 1. Full membership meetings of the Consortium shall be held at regular intervals. Regular meetings will be rotated among members with each host responsible for the educational program.

Section 2. Before a Commercial Vendor is invited, the host must have permission by a majority vote of members.

Section 4. A majority of the delegates from full member libraries shall constitute a quorum. It shall be understood that a quorum must be present for a "majority vote," as specified in these Bylaws, to be valid.

(Supersedes All Previous Bylaws)

ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM

BYLAWS

January 1985

ARTICLE I - NAME

The official name of this organization shall be the Atlanta Health Science Libraries Consortium.

ARTICLE II - OBJECTIVES

The purpose of the Consortium shall be:

- 1) To become acquainted and foster better communications among the health science librarians in the Atlanta area.
- 2) To cooperate in the exchange of information and share our existing resources to greater mutual advantage.
- 3) To strengthen resources and library services through cooperative programs and funding.
- 4) To promote continuing education of health science librarians.
- 5) To assist in the development and growth of health science libraries in the Atlanta area.
- 6) To cooperate in the development and maintenance of a union list of serials.
- 7) To facilitate interlibrary loans and other activities.
- 8) To demonstrate an active interest in the continuing education of the health community by providing information on the library services and resources available locally and through the national biomedical network.
- 9) The Atlanta Health Science Libraries Consortium shall be a non-profit organization.

ARTICLE III - MEMBERSHIP AND VOTING

Section 1. Full membership shall be for health science libraries which have the continuing interest and financial support of their own institutions and a person responsible for library services and which are located in the Metro Atlanta area. This would include the following:

- a. Hospitals
- b. Health-related schools, research organizations, or government agencies.

The librarian or her/his delegate shall officially represent the member library and cast its vote and shall be eligible to hold office.

Section 2. Supporting membership may be held by resource, college and university, and other comparably large libraries, for the purpose of coordinating, extending or supporting health science information services in the Atlanta area. The supporting member may decline inclusion of holdings in Consortium union lists.

If, however, holdings are included, the supporting member will contribute equally to the production expense. Supporting members may place restrictions on lending and/or charge for interlibrary loans. Full members may also place restrictions on loans to supporting members. The health science librarian or her/his delegate shall officially represent the member library.

She/he shall be eligible to hold any office except Chairperson or Vice-Chairperson and may serve on committees.

Section 3. New members shall be approved for admission by a majority vote of full members at a regular meeting and upon recommendation of the Executive Committee. Announcement of the request for membership must be made at a previous meeting and in the minutes thereof.

Full members shall agree:

- a. to be governed by the Bylaws of the Atlanta Health Sciences Libraries Consortium
- b. to participate in interlibrary loan exchange among members
- c. to provide serials holdings information and mailing labels to each member within six months of membership acceptance. Under special circumstances members may place restrictions on lending, with approval of the membership.
- d. to submit to the statistician by the following regular meeting, monthly interlibrary loan statistics
- e. to the sharing of information among the participants
- f. to the sharing of the cost of special efforts (union list, etc.)
- g. to rotate meetings among the participants

Any library failing to comply with these requirements may be reevaluated for continuing membership by the Executive Committee, who may recommend a change in the membership status of the library. The recommendation will be discussed and voted on at a regular meeting.

Section 4. Voting privilege shall be as follows:

- a. The delegate from a Full Membership library shall have one vote.
- b. Absentee voting shall be allowed by proxy.
- c. The delegate from a Supporting Membership library shall have no vote.

Section 5. A full or supporting member library's delegate may change membership status by submitting a written request to the Consortium Chairperson followed by approval by the Executive Committee.

Section 6. A member library's delegate may terminate membership with 90 days notice in writing to the Executive Committee.

ARTICLE IV - OFFICERS

Section 1. The Chairperson shall preside at all meetings of the Consortium and of the Executive Committee, and shall be a member, ex officio, of all committees and designate the chairperson of each committee.

Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all the duties of the Chairperson. The Vice-Chairperson shall perform other duties as assigned.

Section 3. The Secretary/Treasurer shall be responsible for all record keeping and correspondence which is not a function proper to other offices, or to committees. The Secretary/Treasurer shall also perform the duties of Treasurer as required.

Section 4. The Statistician shall maintain interlibrary loan records and other records as required.

Section 5. At the September meeting the Chair will appoint a Nominating Committee to select candidates for offices for the coming year. The committee shall submit its recommendations to the membership in writing at least two weeks prior to the November meeting.

Section 6. At the November meeting the officers shall be elected by majority vote. The officers will serve one year. Their term of office shall begin at the close of the November meeting.

Section 7. Should a position become vacant, the Chair will appoint a temporary replacement until the time of the next election. Should less than half of the term remain, the pro-tem officer would be eligible to serve another term.

AHSCL BYLAWS, January 1985, continued:

Section 8. No member shall hold more than one office at a time.

Section 9. The Director of the A. W. Calhoun Medical Library, Emory University, Atlanta, Georgia, or the designated representative(s) shall serve in an advisory capacity to the Consortium.

ARTICLE V - MEETINGS

Section 1. Full membership meetings of the Consortium shall be held at regular intervals. Regular meetings will be rotated among members with each host responsible for the educational program.

Section 2. Before a Commercial Vendor is invited, the host must have permission by a majority vote of members.

Section 3. Special meetings may be called by the Chairperson or by the Executive Committee.

Section 4. A majority of the delegates from full member libraries shall constitute a quorum. It shall be understood that a quorum must be present for a "majority vote", as specified in these Bylaws, to be valid.

ARTICLE VI - EXECUTIVE COMMITTEE

Section 1. The elected officers of the Consortium shall constitute the Executive Committee.

Section 2. The Executive Committee shall conduct the business of the Consortium in accordance with the Bylaws and with actions taken at meetings of the Consortium and make recommendations to the Consortium regarding coordinated programs and services.

Section 3. Meetings of the Executive Committee shall be called by the Chairperson or at the request of two members of the Committee.

ARTICLE VII - AD HOC COMMITTEES

Ad hoc committees shall be appointed as required by the Chairperson to serve as long as she/he deems necessary.

ARTICLE VIII - PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the Consortium in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

AHSCL BYLAWS, January 1985, continued:

ARTICLE IX - AMENDMENT OF BYLAWS

These Bylaws can be amended at any regular meeting of the Consortium by a majority vote, provided that the amendment has been submitted to the membership in writing and discussed at the previous regular meeting or mailed at least 15 days prior to the next regular meeting.

ARTICLE X - DUES

Minimal dues, as determined by the membership, may be assessed of each member.



Steve - Please send
us some address
labels! Thank,
Marilyn

P.S. I don't think we have
to enforce this memorandum
thing with you, so don't
worry

January 2, 1986

MEMO TO: AHS LC Consortium

FROM: Marilyn Barry
Elizabeth Ross Nakano
Susan Sundeen
Susan Wright

RE: Committee charge to review consortium member responsibilities
and application form

Enclosed is a copy of Article III, Section 2 of the present Bylaws and a proposal for a change in that section. The intent is to delete material that is now contained in a proposed memorandum of agreement. You will receive that in a few days to look over. We have discussed adopting a memorandum in the past, but for various reasons, did not. The committee thinks that the memorandum, stating what many members think should be required of a member, and asking for the signature of an administrator, may answer some of our concerns about participation. This Bylaws proposal may be voted on at the next Consortium meeting.

Don't
worry

At that meeting Susan Sundeen will also present a new application form for membership.

PRESENT BYLAWS:

Section 3. New members shall be approved for admission by a majority vote of full members at a regular meeting and upon recommendation of the Executive Committee. Announcement of the request for membership must be made at a previous meeting and in the minutes thereof.

Full members shall agree:

- a. to be governed by the Bylaws of the Atlanta Health Sciences Libraries Consortium
- b. to participate in interlibrary loan exchange among members
- c. to provide serials holdings information and mailing labels to each member within six months of membership acceptance. Under special circumstances members may place restrictions on lending, with approval of the membership.
- d. to submit to the statistician by the following regular meeting, monthly interlibrary loan statistics
- e. to the sharing of information among the participants
- f. to the sharing of the cost of special efforts (union list, etc.)
- g. to rotate meetings among the participants

Any library failing to comply with these requirements may be reevaluated for continuing membership by the Executive Committee, who may recommend a change in the membership status of the library. The recommendation will be discussed and voted on at a regular meeting.

PROPOSED: (New material is underlined.)

Section 3. New members shall be approved for admission by a majority vote of full members at a regular meeting, upon recommendation of the Executive Committee and receipt of a signed Consortium Memorandum of Agreement. Announcement of the request for membership must be made at a previous meeting and in the minutes thereof. Any library failing to comply with the Consortium Memorandum of Agreement may be reevaluated for continuing membership by the Executive Committee, who may recommend a change in the membership status of the library. The recommendation will be discussed and voted on at a regular meeting.



**DE KALB
GENERAL
HOSPITAL**

2701 NORTH DECATUR RD.
DECATUR, GEORGIA 30033
404 297-2700

DE KALB MEDICAL CENTER

February 25, 1986

MEMO TO: AHSLC Consortium members

FROM: Marilyn Barry
Elizabeth Nakano
Susan Sundeen
Susan Wright

RE: Revisions of documents discussed at January meeting

Attached are revisions of the Bylaws changes proposal, the AHSLC Memorandum of Agreement and the AHSLC Member Application Form presented to you before the January Consortium meeting. We made the changes suggested at the meeting and have examined everything again ourselves.

Please help us save time at the meeting and contribute toward disbandment of the committee (although it's been fun) by looking at these and letting your voice be heard now. Please contact us with suggestions or changes.

We can vote on the Bylaws changes at the March meeting as this distribution is taking place at least two weeks before the meeting.

Thanks.

PROPOSALS FOR CHANGES IN BYLAWS

PRESENT:ARTICLE III.

Section 3. New members shall be approved for admission by a majority vote of full members at a regular meeting and upon recommendation of the Executive Committee. Announcement of the request for membership must be made at a previous meeting and in the minutes thereof.

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Any library failing to comply with these requirements may be reevaluated for continuing membership by the Executive Committee, who may recommend a change in the membership status of the library. The recommendation will be discussed and voted on at a regular meeting.

PROPOSED: (New material is underlined)ARTICLE III.

Section 3. New members shall be approved for admission by a majority vote of full members at a regular meeting, upon recommendation of the Executive Committee and receipt of a signed Consortium Memorandum of Agreement. Announcement of the request for membership must be made at a previous meeting and recorded in the minutes thereof.

Any library failing to comply with the Consortium Memorandum of Agreement may be reevaluated for continuing membership by the Executive Committee, who may recommend a change in the membership status of the library. The recommendation will be discussed and voted on at a regular meeting.

PRESENT:

ARTICLE III.

Section 5. A full or supporting member library's delegate may change membership status by submitting a written request to the Consortium Chairperson followed by approval by the Executive Committee.

Section 6. A member library's delegate may terminate membership with 90 days notice in writing to the Executive Committee.

PROPOSED: (changes underlined)

ARTICLE III.

Section 5. A supporting member library's delegate may change membership status by submitting a written request to the Consortium Chairperson followed by approval of the Executive Committee or terminate membership with 90 days notice in writing to the Executive Committee.

PRESENT:

ARTICLE IV - OFFICERS.

Section 6: At the November meeting the officers shall be elected by majority vote. The officers will serve one year. Their term of office shall begin at the close of the November meeting.

PROPOSED:

ARTICLE IV - OFFICERS.

Section 6: At the close of the November meeting the Vice-Chairperson shall assume the office of Chairperson for the following year. All other officers shall be elected by majority vote at the November meeting. The officers will serve one year. Their term of office shall begin at the close of the November meeting.

Supersedes All Previous Bylaws
November 1986

ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM
BYLAWS

ARTICLE I - NAME

The official name of this organization shall be the Atlanta Health Science Libraries Consortium.

ARTICLE II - OBJECTIVES

The purpose of the Consortium shall be:

- 1) To become acquainted and foster better communications among the health science librarians in the Atlanta area.
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- 3) To strengthen resources and library services through cooperative programs and funding.
- 4) To promote continuing education of health science librarians.
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- 9) The Atlanta Health Science Libraries Consortium shall be a non-profit organization.

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- a. Hospitals
- b. Health-related schools, research organizations, or government agencies.

The librarian or her/his delegate shall officially represent the member library and cast its vote and shall be eligible to hold office.

Section 2. Supporting membership may be held by resource, college and university, and other comparably large libraries, for the purpose of coordinating, extending or supporting health science information services in the Atlanta area. The supporting member may decline inclusion of holdings in

Consortium union lists. If, however, holdings are included, the supporting member will contribute equally to the production expense. Supporting members may place restrictions on lending and/or charge for interlibrary loans. Full members may also place restrictions on loans to supporting members. The health science librarian or her/his delegate shall officially represent the member library. She/he shall be eligible to hold any office except Chairperson or Vice-Chairperson and may serve on committees.

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- a. The delegate from a Full Membership library shall have one vote.
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- c. The delegate from a Supporting Membership library shall have no vote.

Section 5. A supporting member library's delegate may change membership status by submitting a written request to the Consortium Chairperson followed by approval of the Executive Committee or terminate membership with 90 days notice in writing to the Executive Committee.

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Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all the duties of the Chairperson. The Vice-Chairperson shall perform other duties as assigned.

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Section 4. The Statistician shall maintain interlibrary loan records and other records as required.

- Section 5. At the September meeting the Chair will appoint a Nominating Committee to select candidates for offices for the coming year. The committee shall submit its recommendations to the membership in writing at least two weeks prior to the November meeting.
- Section 6. At the close of the November meeting the Vice-Chairperson shall assume the office of Chairperson for the following year. All other officers shall be elected by majority vote at the November meeting. The officers will serve one year. Their term of office shall begin at the close of the November meeting.
- Section 7. Should a position become vacant, the Chair will appoint a temporary replacement until the time of the next election. Should less than half of the term remain, the pro-tem officer would be eligible to serve another term.
- Section 8. No member shall hold more than one office at a time.
- Section 9. The Director of the A.W. Calhoun Medical Library, Emory University, Atlanta, Georgia, or the designated representative(s) shall serve in an advisory capacity to the Consortium.

ARTICLE V - MEETINGS

- Section 1. Full membership meetings of the Consortium shall be held at regular intervals. Regular meetings will be rotated among members with each host responsible for the educational program.
- Section 2. Before a Commercial Vendor is invited, the host must have permission by a majority vote of members.
- Section 3. Special meetings may be called by the Chairperson or by the Executive Committee.
- Section 4. A majority of the Delegates from full member libraries shall constitute a quorum. It shall be understood that a quorum must be present for a "majority vote", as specified in these Bylaws, to be valid.

ARTICLE VI - EXECUTIVE COMMITTEE

- Section 1. The elected officers of the Consortium shall constitute the Executive Committee.
- Section 2. The Executive Committee shall conduct the business of the Consortium in accordance with the Bylaws and with actions taken at meetings of the Consortium and make recommendations to the Consortium regarding coordinated programs and services.
- Section 3. Meetings of the Executive Committee shall be called by the Chairperson or at the request of two members of the Committee.

ARTICLE VII - AD HOC COMMITTEES

Ad hoc committees shall be appointed as required by the Chairperson to serve as long as she/he deems necessary.

ARTICLE VIII - PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the Consortium in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE IX - AMENDMENT OF BYLAWS

These Bylaws can be amended at any regular meeting of the Consortium by a majority vote, provided that the amendment has been submitted to the membership in writing and discussed at the previous regular meeting or mailed at least 15 days prior to the next regular meeting.

ARTICLE X - DUES

Minimal dues, as determined by the membership, may be assessed of each member.

revised SEPTEMBER 1988

AHSLC CONTINUING EDUCATION COMMITTEE STATEMENTS

1. The CE Committee will consist of at least six members, including Chairperson and Vice-Chairperson. Members will serve two years. Online and Journal Club coordinators will serve as committee advisors and assist with topic selection.
2. The CE Committee will assume responsibility for the planning and presentation of meeting programs as they are presently structured and may also provide lengthier workshops.
3. The CE Committee may invite carefully-chosen vendors as speakers on some occasions, as they may be equipped to offer sophisticated presentations of interest.
4. Some CE offerings will require cost recovery if they are to be high quality.
5. The committee will determine meeting host institutions well in advance of meeting dates in order to provide ample time for program planning.
6. Occasional joint meetings with special, public or other types of librarians would be beneficial. The Committee would like to plan an informal meeting with public librarians regarding consumer health information services.
7. The committee will serve as a clearinghouse for local educational opportunities.

12-31-93

Mary & Sharmaine -

Had a long talk with Mamie yesterday. She FAXED me what you FAXED her. Thanks for being so willing to start right back with changes to bylaws. I knew trouble was brewing with "Limited", as you did.

THanks for the FAX copy of revised bylaws. I haven't even proofread, but will soon. I did send them with Memorandum and Membership Guidelines to Pamela Davenport at Athens Regional Med Ctr, since she is applying. She'll have Mem. signed and return.

Since we may be making these Bylaws and Membership Guidelines changes next month, you could hold off distributing Bylaws, to save you paper.

At the strat. planning meeting on the 10th, we tried to get some feeling from the group about whether to open up the issue of whether a Full member can charge for loans - in connection with revision of the Limited member definition. People don't seem to want to bring up that issue again, only add obligations to Limited definition.

I will call Jack Booth to inform him this is coming up, in case he has pertinent comments. Will let you know what he says.

Marilyn

I'm not sure I've caught
every place a change would need
to be made here.

→ Sent ~~off~~ also to Mamie

In my opinion, the changes could be something like the following:
(Mamie has agreed we can drop the limit of 5 ILL's clause)

- 1) Give Limited back the vote.
- 2) Give Limited back all rights, except holding Chair or Vice-Chair.
- 3) Give Limited back the responsibilities of Full.
- 4) Confine the definition of Limited to ONLY their ILL charging right, or retention of right not to participate in ILL fully.

BASED ON THE ABOVE, CHANGES WOULD THEREFORE BE:

(see attached
changes on current
docs.)

ARTICLE III - MEMBERSHIP AND VOTING

DELETE ALL OF SECTION 3 AND START OVER WITH THE FOLLOWING:

Section 3 Limited membership may be held by libraries to retain the option to make document delivery charges or limit document delivery participation. Limited members shall abide by the terms set forth in the Memorandum of Agreement.

? what do
you'll think?

As limited document delivery participants, Limited members shall forfeit the right to hold the offices of Chairperson or Vice-Chairperson. All other Full membership rights shall be accorded Limited members.

MEMBERSHIP STANDARDS & RESPONSIBILITIES

PART 2. Document Delivery Responsibilities of Full & Participating Limited (F/pL) Members

Additional Member Responsibilities of Full + Limited members

II. Additional Member Responsibilities

Full and Limited Members...

... fulfilling the following responsibilities annually:

(keep like is
except add
" + limited")

Attending at least half (? - how to say?) of regular AHS LC meetings

and, at least one of the following:

- A. Hosting an AHS LC meeting
- B. Serving.... etc. (no change)

10-11-93 10:37 AM FROM DEKALE MED CTR LIB
November 1993
Supersedes all
previous Bylaws

ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM BYLAWS

ARTICLE I - NAME

The official name of this organization shall be the Atlanta Health Science Libraries Consortium.

ARTICLE II - OBJECTIVES

The purpose of the Consortium shall be:

- 1) To become acquainted and foster better communications among the health science librarians in the Atlanta area.
- 2) To cooperate in the exchange of information and share our existing resources to greater mutual advantage.
- 3) To strengthen resources and library services through cooperative programs and funding.
- 4) To promote continuing education of health science librarians.
- 5) To assist in the development and growth of health science libraries in the Atlanta Area.
- 6) To cooperate in the development and maintenance of a union list.
- 7) To facilitate interlibrary loans and other activities.
- 8) To demonstrate an active interest in the continuing education of the health community by providing information on the library services and resources available locally and through the national biomedical network.
- 9) The Atlanta Health Science Libraries Consortium shall be a non-profit organization.

ARTICLE III - MEMBERSHIP AND VOTING

Section 1 Full membership shall be for health science libraries with continuing parent institution financial support and interest which meet the member eligibility requirements specified in the Atlanta Health Science Libraries Consortium Membership Standards and Responsibilities.

Section 2 Supporting membership may be held by resource, college, and university libraries, such as CDC, Emory, GSU, Clayton State College, and Morehouse School of Medicine, for the purpose of coordinating, extending, or supporting health science information services in the Atlanta area.

Section 3 Limited membership may be held by libraries which meet and maintain the standards for Full Membership. Limited members are not required to fulfill those responsibilities contained in Part 2, Section II of the consortium Membership Standards and responsibilities. Certain membership rights are not accorded Limited members.

Section 3
Continued

Limited member representatives may not hold office of Chair person or Vice-Chairperson. Representatives may serve on certain committee, but have no vote and may not serve as committee chair or vice-chair. Standing committees on which representatives may not serve are bylaws, nominating and public relations/newcomers. Standing committees on which representatives may serve are education and program and collection management. The Executive Committee will determine service eligibility of representatives for any new committees.

Limited members, like supporting members, may make charges for interlibrary loan.

Section 4. New members shall be approved for admission upon recommendation of the Executive Committee, receipt of a signed Memorandum of Agreement (Full and Limited Members) and a majority vote at a regular meeting.

Failure to abide by the Memorandum of Agreement may prompt Executive Committee review of and possible termination of a library's membership. Action may be taken following Executive Committee recommendation and a majority vote by members at a regular meeting.

Section 5. Voting privileges shall be as following:

- a. The delegate from a Full ^{or Limited} Membership library shall have one vote.
- b. Absentee voting shall be allowed by proxy.
- c. The delegate from a Supporting Membership library shall have no vote.
- ~~d. The delegate from a Limited Membership library shall have no vote.~~

Section 6. A Supporting Member library's delegate may change membership status by submitting a written request to the Consortium Chairperson followed by approval of the Executive Committee or terminate membership with 90 days notice in writing to the Executive Committee.

ARTICLE IV - DOCUMENT DELIVERY

To maintain full membership in the Atlanta Health Science Libraries Consortium, interlibrary loans shall be provided at no charge.

ARTICLE V - OFFICERS

Section 1. The Chairperson shall preside at all meetings of the consortium and of the Executive Committee, and shall be a member, ex officio, of all committees and designate the chairperson of each committee.

Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all the duties of the Chairperson. The Vice-Chairperson shall perform other duties as assigned.

PART 2: Document Delivery Responsibilities of Full & Participating Limited (F/pL) Members
~~Additional Responsibilities of Full Members~~

~~Additional~~ → + limited

I. Document Delivery:

- A. F/pL Member representatives shall submit current serials holdings information annually to AHSLC's union list producer in the format designated. Each Member will assume any costs incurred.
- B. F/pL Members shall maintain membership in the National Network of Libraries of Medicine (NN/LM). Member representatives shall submit all holdings and policy information or revisions at least annually to the Southeastern/Atlantic Region office or to the National Library of Medicine.
- C. New F/pL Members representatives shall distribute to all other F/pL Members, within three months of membership acceptance:
 - 1) Serials holdings information
 - 2) Document Delivery policy information (if not included in, or if additional to, Region 2 ILL policy compilation)
 - 3) Mailing labels (if needed)
- D. F/pL Members shall provide document delivery service to other F/pL Members and those consortia or institutions with which the AHSLC maintains special agreements.
- E. F/pL Members and their representative shall comply with document delivery guidelines either recommended by AHSLC's Collection Management committee, approved by a majority of members, or contained in interconsortium agreements, including those on:
 - 1) Turnaround time
 - 2) DOCLINE routing table structure
 - 3) Statistical reporting

II. Additional Responsibilities of Full Members:

~~Full Members and/or their representatives shall support AHSLC goals and objectives by fulfilling at least two of the following responsibilities annually:~~

- ☒ A. Attending ~~the~~ of regular AHSLC meetings
- B. Hosting an AHSLC meeting
- C. Serving as an AHSLC committee member
- D. Serving as an AHSLC officer
- E. Actively participating in an AHSLC program.

and
at least
one of
the
following:

January 11, 1994

MEMO TO: AHS LC Members

FROM: Bylaws Committee
Mary Larsen, Chair
Marilyn Barry
Mamie Bell
Ellen Cooper
Sharmaine Greenland
Edie Lacy

REVISED BYLAWS, ETC., APPROVED AT NOV 93 MEETING
In November 1993 the membership approved housekeeping changes to our three documents. The changes primarily delete duplications among the three documents and insert references within each to the others. Revised documents are enclosed here or will be distributed at the meeting.

NEW PROPOSED CHANGES

The committee proposes two new changes:

- 1) Change slightly (increase) Full member responsibilities
- 2) Increase Limited member privileges and responsibilities

For Limited members the changes accord the vote and eligibility to chair or serve on any committee. However, they require fulfillment of the same responsibilities as Full members. Limited members would be defined, therefore, only by their retention of the right to make ILL charges or limit ILL participation and their ineligibility to serve as Chairperson or Vice-Chairperson.

PURPOSE OF PROPOSED CHANGES

The changes are intended to encourage increased member support of consortium goals and involvement in business and activities. AHS LC needs the active participation of its members.

Please contact Mary as soon as possible if you have comments, concerns, changes. Thanks.

ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM BYLAWS

ARTICLE I - NAME

The official name of this organization shall be the Atlanta Health Science Libraries Consortium.

ARTICLE II - OBJECTIVES

The purpose of the Consortium shall be:

- 1) To become acquainted and foster better communications among the health science librarians in the Atlanta area.
- 2) To cooperate in the exchange of information and share our existing resources to greater mutual advantage.
- 3) To strengthen resources and library services through cooperative programs and funding
- 4) To promote continuing education of health science librarians.
- 5) To assist in the development and growth of health science libraries in the Atlanta Area.
- 6) To cooperate in the development and maintenance of a union list.
- 7) To facilitate interlibrary loans and other activities.
- 8) To demonstrate an active interest in the continuing education of the health community by providing information on the library services and resources available locally and through the national biomedical network.
- 9) The Atlanta Health Science Libraries Consortium shall be a non-profit organization.

ARTICLE III - MEMBERSHIP AND VOTING

Section 1. Full membership shall be for health science libraries with continuing parent institution financial support and interest which meet the member eligibility requirements specified in the Atlanta Health Science Libraries Consortium Membership Standards and Responsibilities. The librarian or her/his delegate shall officially represent the member library and cast its vote and shall be eligible to hold office.

Section 2. Supporting membership may be held by resource, college, and university libraries, such as CDC, Emory, GSU, Clayton State College, and Morehouse School of Medicine, for the purpose of coordinating, extending, or supporting health science information services in the Atlanta area.

Section 3. Limited membership may be held by libraries to retain the option to make document delivery charges or limit document delivery participation. Limited members shall abide by the terms set forth in the Memorandum of agreement.

Section 4. New members shall be approved for admission upon recommendation of the Executive Committee, receipt of a signed Memorandum of Agreement (Full and Limited Members) and a majority vote at a regular meeting.

Failure to abide by the Memorandum of Agreement may prompt Executive Committee review of and possible termination of a library's membership. Action may be taken following Executive Committee recommendation and a majority vote by members at a regular meeting.

Section 5. Voting privileges shall be as following:

- a. The delegate from a Full, Limited or Supporting Membership library shall have one vote.
- b. Absentee voting shall be allowed by proxy.

Section 6. A Supporting Member library's delegate may change membership status by submitting a written request to the Consortium Chairperson followed by approval of the Executive Committee or terminate membership with 90 days notice in writing to the Executive Committee.

ARTICLE IV - DOCUMENT DELIVERY

To maintain full membership in the Atlanta Health Science Libraries Consortium, interlibrary loans shall be provided at no charge.

ARTICLE V - OFFICERS

- Section 1. The Chairperson shall preside at all meetings of the consortium and of the Executive Committee, and shall be a member, ex officio, of all committees and designate the chairperson of each committee.
- Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all the duties of the Chairperson. The Vice-Chairperson shall perform other duties as assigned.
- Section 3. The Secretary shall be responsible for all record keeping and reporting of the business meetings and for all correspondence which is not a function proper to other offices, or to committees. The Secretary will assure that an accurate membership listing is maintained and distributed at least annually.
- Section 4. A treasury may be created and maintained for the duration of specific events and projects. A treasurer shall be appointed for the duration of the project and will be appointed by the Executive Committee. Any funds remaining in the treasury at the end of the project or event shall be distributed to the Emory Health Science Library as a donation to the Miriam Libbey Fund.
- Section 5. The Statistician shall maintain interlibrary loan records and other records as required.
- Section 6. At the September meeting the Chair will appoint a Nominating Committee to select candidates for the following year. The committee shall submit its recommendations to the membership in writing at least two weeks prior to the November meeting. Candidates may be full, limited, or supporting members who have been in the AHSLC for at least one year and active on one committee.
- Section 7. At the close of the November meeting the Vice-Chairperson shall assume the office of Chairperson for the following year. All other officers shall be elected by majority vote at the November meeting. The Vice-Chairperson and Secretary serve one-year terms; the Statistician serves two years. Terms of office shall begin at the close of the November meeting.
- Section 8. Should a position become vacant, the Chair will appoint a temporary replacement until the time of the next election. Should less than half of the term remain, the pro-tem officer would be eligible to serve another term.
- Section 9. No member shall hold more than one office at a time.
- Section 10. The Director of the Health Science Library of Emory University School of Medicine or the designated representative(s) shall serve in an advisory capacity to the Consortium.

ARTICLE VI - MEETINGS

- Section 1. Meetings of the Consortium shall be held at regular intervals.
- Section 2. Commercial vendors may be invited to make presentations if a majority vote by members permits.
- Section 3. Special meetings may be called by the Chairperson or by the Executive committee.
- Section 4. A majority of the delegates from full member libraries shall constitute a quorum. It shall be understood that a quorum must be present for a "majority vote," as specified in these Bylaws, to be valid.

ARTICLE VII - EXECUTIVE COMMITTEE

- Section 1. The elected officers of the Consortium shall constitute the Executive Committee.
- Section 2. The Executive Committee shall conduct the business of the Consortium in accordance with the Bylaws and with actions taken at meetings of the Consortium and make recommendations to the Consortium regarding coordinated programs and services.
- Section 3. Meetings of the Executive committee shall be called by the Chairperson or at the request of two members of the committee.

ARTICLE VIII - AD HOC COMMITTEES

Ad Hoc Committees shall be appointed as required by the Chairperson to serve as long as she/he deems necessary.

ARTICLE IX - PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the Consortium in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE X - AMENDMENT OF BYLAWS

These bylaws can be amended at any regular meeting of the consortium by a majority vote, provided that the amendment has been submitted to the membership in writing and discussed at the previous regular meeting or mailed at least 30 days prior to the next regular meeting.

ARTICLE XI - DUES

Minimal dues, as determined by the membership, may be assessed of each member.

**ATLANTA HEALTH SCIENCES LIBRARIES CONSORTIUM PRIVATE
1998 OFFICERS AND COMMITTEES**

EXECUTIVE COMMITTEE OFFICERS:

Chairperson: Connie Ruffner

A one-year term filled by the vice chairperson. Coordinates the consortium calendar, presides at the business meetings, appoints committee/task group members, serves as ex-officio member of all committees and processes membership applications.

Vice-Chairperson: Pat Herndon

A one-year elected term. Assists the chairperson in facilitation of AHSLC business, reports AHSLC news to GHSLA Update editor, assists the chairperson in processing membership applications, maintains file of member Memorandums of Agreement and in absence of chairperson performs duties of that office.

Secretary: Ann Kramer

A one-year elected term. Keeps records of the business meeting activities and provides written minutes to the full and supporting members, maintains membership list and announces forthcoming library related events.

Treasurer: vacant

This position is appointed by the chair as needed for special projects.

Statistician: Linda Venis (97-98)

A two year elected term. Maintains and distributes master statistic reporting forms to full and limited members, collects and records statistical data monthly, reports statistics in writing bi-monthly and reports delinquent/non-reporting libraries to the executive committee for disciplinary review.

PERMANENT COMMITTEES: Chairpersons serve a maximum of two years; members should rotate at least every two years.

Collection Management: Members - Stephen Koplan (chair 97-98), Marilyn Barry, Anne Bao, Jack Booth, Sharon Cann, Pat Herndon, Elizabeth Jackson
(Nancy Bryant - advisory position).

Coordinates and manages the full compatible collection development of all AHSLC members, assesses existing collective resources, determines collection needs, recommends collection development strategies and membership responsibilities, implements collection development approved by membership vote, evaluates plan annually and redefines strategy accordingly.

Membership List: Member - Fran Golding.

Regularly maintains and updates membership list and distributes bimonthly at each AHSLC meeting.

Education & Program: Members - Fay E. Evatt/Pauline Hollmann (co-chairs), Ellen Cooper, Jeanette Blalock, Ann Kramer.

Assesses program needs/interests of members, coordinates bi-monthly mini-programs in cooperation with meeting host/ess, coordinates major AHSLC-sponsored continuing education activities and evaluates programs. Journal and Online clubs are subcommittees of this committee.

Journal Club subcommittee: Beth Poisson (chair). Recruits speakers/presenters for special interest topics to be discussed at alternate meetings.

Online Club subcommittee: Rita Clifton/Linda Venis (co-chairs), Kathleen Desch, Marilyn Barry, David McCullough, Joan Redmond Leonard. Recruits speakers/presenters for special interest topics to be discussed at alternate meetings.

Public Relations: Members - (chair), Brenda Curry-Wimberly, George Prince, Carole Dean, Ingrid Hendrix (?).

Coordinates public/professional relations activities, maintains member profiles (detailed directory), maintains information and referral file, coordinates networking among AHSLC colleagues, promotes AHSLC through various means such as posters, papers, etc. at various organizational meetings.

Newcomers: Kathie Thodeson (chair), Mamie Bell, Paula Forehand Christian.

Coordinates membership recruitment efforts, maintains/distributes "welcome" package for orientation of new member institutions/individuals, facilitates "buddy" (mentor) system for new members.

Strategic Planning: Members - Pat Herndon (chair 98), Executive Committee, all Committee Chairpersons, and interested members.

Continually plans future goals for AHSLC, looks at specific overall needs and priorities, provides guidance to committees and members, determines strategies and plans of action.

By-Laws: Members - Mary Larsen (chair), Mamie Bell, Pamela D. Queen.

Reviews by-laws and drafts proposed changes, and presents recommended by-law changes to the membership in accordance with existing by-laws.

JCAHO: Members - Pat Herndon, Rosalind Lett, Pamela D. Queen, Benedette Wright.

Keeps up with current Joint Commission requirements for libraries, keeps members informed and assists members at time of survey.

Nominating: Members - Edie Lacy(chair), Darlene Kelly, Beth Poisson, Carolyn Brown.

Assesses officer and committee requirements for forthcoming year, recruits slate of officers, and presents recommendations to the membership in writing no less than two weeks prior to the November business meeting.

AD HOC COMMITTEES:

Automation Grant Proposal: Members - TBA

PERMANENT COMMITTEES

PROGRAM

1. Assess program needs/interests of members.
2. Coordinates bi-monthly mini-programs (held in conjunction with business meetings) in cooperation with meeting host/ess.
3. Coordinates major AHSLC-sponsored continuing education activities.
4. Evaluates programs.

PUBLIC RELATIONS

1. Coordinates public/professional relations activities.
2. Coordinates membership recruitment efforts.
3. Maintains member profiles (detailed directory).
4. Maintains and distributes "welcome" package for orientation of new member institutions/individuals.
5. Facilitates "buddy" (mentor) system for new members.
6. Maintains information and referral file.

COLLECTION DEVELOPMENT

1. Assesses existing collective resources.
2. Determines collection needs.
3. Recommends collection development strategy and membership responsibilities.
4. Implements collection development approved by membership vote.
5. Evaluates plan annually and redefines strategy accordingly.

AD HOC COMMITTEES

NOMINATING (appointed annually, in September)

1. Assesses officer and committee requirements for forthcoming year.
2. Recruits slate of officers, i.e. one candidate per office.
3. Presents recommendations to the membership in writing no less than two weeks prior to the November business meeting.

BY-LAWS (appointed as necessary)

1. Review by-laws and drafts proposed changes.
2. Presents recommended by-laws changes to membership, in accordance with existing by-laws.

JCAHO

ATLANTA HEALTH SCIENCES LIBRARIES CONSORTIUM 1998 OFFICERS AND COMMITTEES

EXECUTIVE COMMITTEE OFFICERS:

Chairperson: **Connie Ruffner** (Solvay Pharmaceuticals, Inc.)

A one-year term filled by the vice chairperson. Coordinates the consortium calendar, presides at the business meetings, appoints committee/task group members, serves as ex-officio member of all committees and processes membership applications.

Vice-Chairperson: **Pat Herndon** (Shepherd Spinal Center)

A one-year elected term. Assists the chairperson in facilitation of AHSLC business, reports AHSLC news to GHSLA Update editor, assists the chairperson in processing membership applications, maintains file of member Memorandums of Agreement and in absence of chairperson performs duties of that office.

Secretary: **Ann Kramer** (Promina Gwinnett Health System)

A one-year elected term. Keeps records of the business meeting activities and provides written minutes to the full and supporting members, maintains membership list and announces forthcoming library related events.

Treasurer: vacant

This position is appointed by the chair as needed for special projects.

Statistician: **Linda Venis (97-98)** (Promina Kennestone)

A two year elected term. Maintains and distributes master statistic reporting forms to full and limited members, collects and records statistical data monthly, reports statistics in writing bi-monthly and reports delinquent/non-reporting libraries to the executive committee for disciplinary review.

PERMANENT COMMITTEES: Chairpersons serve a *maximum of two years*; members should rotate at least every two years.

Collection Management: **Members - Sharon Cann (chair 98), Marilyn Barry, Jack Booth, Elizabeth Jackson**

Coordinates and manages the full compatible collection development of all AHSLC members, assesses existing collective resources, determines collection needs, recommends collection development strategies and membership responsibilities, implements collection development approved by membership vote, evaluates plan annually and redefines strategy accordingly.

Membership List: Member - Fran Golding.

Regularly maintains and updates membership list and distributes bimonthly at each AHSLC meeting.

Education & Program: Members - Pauline Hollmann (chair 97-98), Mariyn Barry, Jeanette Blalock, Ann Kramer, Fay Evatt

Assesses program needs/interests of members, coordinates bi-monthly mini-programs in cooperation with meeting host/ess, coordinates major AHSLC-sponsored continuing education activities and evaluates programs. Journal and Online clubs are subcommittees of this committee.

Journal Club subcommittee: Members- Beth Poisson (chair 97-98).Recruits speakers/presenters for special interest topics to be discussed at alternate meetings(March, July and November for 1998).

Online Club subcommittee: Members- (chair 98), Ellen Cooper, David McCullough. Recruits speakers/presenters for special interest topics to be discussed at alternate meetings(May and September for 1998).

Public Relations: Members - Paula Christian (chair 98), Elizabeth Jackson, Ingrid Hendrix, Fay Evatt, Rosalind Lett

Coordinates public/professional relations activities, maintains member profiles (detailed directory), maintains information and referral file, coordinates networking among AHSLC colleagues, promotes AHSLC through various means such as posters, papers, etc. at various organizational meetings.

Newcomers: Fay Evatt (chair 98), Beth Poisson, Mamie Bell

Coordinates membership recruitment efforts, maintains/distributes "welcome" package for orientation of new member institutions/individuals, facilitates "buddy" (mentor) system for new members.

Strategic Planning: Members - Pat Herndon (chair 98), Executive Committee, all Committee Chairpersons, and interested members.

Continually plans future goals for AHSLC, looks at specific overall needs and priorities, provides guidance to committees and members, determines strategies and plans of action.

By-Laws: Members - Mary Larsen (chair 97-98), Pat Herndon,

Reviews by-laws and drafts proposed changes, and presents recommended by-law changes to the membership in accordance with existing by-laws.

JCAHO: Members - Brenda Curry Wimberly (chair 98), Rosalind Lett, Pamela D. Queen, Rita Clifton

Keeps up with current Joint Commission requirements for libraries, keeps members informed and assists members at time of survey.

Nominating: Members - Edie Lacy (chair 98), Darlene Kelly, Beth Poisson

Assesses officer and committee requirements for forthcoming year, recruits slate of officers, and presents recommendations to the membership in writing no less than two weeks prior to the November business meeting.

AD HOC COMMITTEES:

Automation Grant Proposal: **Members - TBA**

Atlanta Health Science Libraries Consortium
1999 Committee Assignments

Membership- includes the functions formerly associated with the Membership, Public Relations and Newcomers Committees.

Goals for 1999 include maintaining the membership list, preparing a directory of members, maintaining the Web Page, welcome & mentor new members, send cheers and condolences to members, coordinate social activities-including a 25th anniversary, collect & store archives.

*Mamie Bell

Angie Goss

Trish Nicola

Mary Larson

Terry Selfe

Fay Evatt

Paula Christian

Information Technology-includes functions formerly associated with the Collection Management committee.

Goals for 1999 include educating membership on ILL changes, changes at NLM, changes in SERHOLD, GOLD & OCLC. Educate members regarding electronic information sources- including GALILEO, electronic copyright.

*Rosalind Lett

Brenda Curry-Wimberly

Edie Lacey

Rita Clifton

Jack Booth

Guests: Karolyn Kavanaugh

Mary Sue Hoyle

Education & Planning- includes functions formerly associated with the Education Committee and the Online and Journal Club sub-committees.

Goals for 1999 include assisting host facilities with the educational program, assist in keeping meetings concise, provide online and journal club presentations, respond to educational needs identified by other committees.

*Beth Poisson

Anne Kramer

Jeanette Blalock

Ellen Cooper

Sharon Cann

David McCullough

*These people have been approached to Chair the committees to which they are assigned.

If your name is not on a committee, contact Pat Herndon at (404)350-7473.

ATLANTA HEALTH SCIENCE LIBRARIES

CONSORTIUM

HISTORICAL OVERVIEW

Founded in 1974 the Atlanta Health Science Libraries Consortium (AHSCL) is a cooperative organization with a membership of 29 health sciences libraries. It was formed to foster professional growth, education and communication among area health sciences librarians, to promote the value of libraries and encourage their development and to facilitate resource sharing.

The AHSCL's most visible project is a thriving reciprocal lending program accessed primarily through the National Library of Medicine's electronic DOCLINE system. Last year over 5,000 articles, almost half of all those needed, were exchanged at no charge among the fully reciprocating members. These freely shared resources are collectively valued at over \$7 million dollars. The AHSCL's most ambitious recent promotional effort was 1990's 15th anniversary celebration luncheon and program. The event was attended by librarians and their administrators and held at the Academy of Medicine.

AHSCL institutional members include sixteen hospitals, four government health agencies, eight academic institutions and a pharmaceutical company. Bimonthly meetings consist of educational programs, refreshment/networking breaks, business meetings, and journal or online club.

Although membership is for institutions, individuals are welcome at bimonthly meetings and can be placed on the AHSCL's mailing list. Three categories of membership are open to health sciences related organizations. There are no fees or dues. Membership standards are based on maintenance of minimum level of services, resources, staffing, budget and physical facilities.

ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM
BYLAWS

November 2010

Supersedes all previous versions

ARTICLE I – NAME AND STATUS

The official name of this organization shall be the Atlanta Health Science Libraries Consortium. This organization shall be a not-for-profit organization.

ARTICLE II – OBJECTIVES

The purpose of the Consortium shall be:

- 1) To foster better communications and the exchange of professional information and knowledge among the health science librarians in the Atlanta region.
- 2) To facilitate interlibrary loans.
- 3) To share existing resources to greater mutual advantage, as with interlibrary loaning.
- 4) To strengthen resources and library services through cooperative programs.
- 5) To promote continuing education of health science librarians.
- 6) To assist in the development and growth of health science libraries in the Atlanta region.
- 7) To promote innovation and the use of technology in health science libraries.
- 8) To demonstrate an active interest in the continuing education of the health community by providing information on the library services and resources available locally and through the national biomedical network.

ARTICLE III-MEMBERSHIP AND VOTING

- Section 1. Full membership shall be for health science libraries with continuing parent institution financial support and interest which meet the member eligibility requirements specified in the Atlanta Health Science Libraries Consortium Membership Standards and Responsibilities. The librarian or her/his delegate shall officially represent the member library and cast its vote and shall be eligible to hold office.
- Section 2. Supporting membership may be held by resource, college, and university libraries, such as CDC, Emory, GSU, Clayton State College, and

Morehouse School of Medicine, for the purpose of coordinating, extending, or supporting health science information services in the Atlanta region.

- Section 3. Retired individuals, who represented member institutions, can be given Honorary / Emeritus Member status, which is nonvoting.
- Section 4. New members shall be approved for admission upon recommendation of the Executive Committee, receipt of a signed Memorandum of Agreement (Full Members) and a majority vote at a regular meeting.
- Failure to abide by the Memorandum of Agreement may prompt Executive Committee review of and possible termination of a library's membership. Action may be taken following Executive Committee recommendation and a majority vote by members at a regular meeting.
- Section 5. Voting privileges shall be as following:
- a) The delegate from a Full or Supporting Membership library shall have one vote.
 - b) Voting shall be done in person or by email. Email votes must be submitted no later than one day before the meeting at which a vote will be taken. Absentee voting shall be allowed by proxy.
- Section 6. A Supporting Member library's delegate may change membership status by submitting a written request to the Consortium Chairperson followed by approval of the Executive Committee or terminate membership with 90 days notice in writing to the Executive Committee.

IV -- ARTICLE-DOCUMENT DELIVERY

To maintain full membership in the Atlanta Health Science Libraries Consortium, Interlibrary loans shall be provided at no charge.

ARTICLE V – OFFICERS

- Section 1. The Chairperson shall preside at all meetings of the Consortium and of the Executive Committee, and shall be an ex-officio member of all committees and shall designate the chairperson(s) of each committee.
- Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all the duties of the Chairperson. The Vice-Chairperson shall perform other duties as assigned.
- Section 3. The Secretary shall be responsible for all record keeping, including meeting minutes and meeting attendance. The Secretary shall be responsible for all correspondence that is not a function proper to other offices or to committees.

- Section 4. A treasury may be created and maintained for the duration of specific events and projects. A treasurer shall be appointed for the duration of the project and will be appointed by the Executive Committee. Any funds remaining in the treasury at the end of the project or event may be considered for donation to a "caring" or other appropriate fund.
- Section 5. At the meeting prior to the Election Meeting, the Chair will appoint a Nominating Committee to select candidates for the following year. The committee shall submit its recommendations to the membership in writing at least two weeks prior to the Election Meeting. Candidates may be full or supporting members who have been in AHSLC for at least one year and active on one committee.
- Section 6. The Election Meeting is the last meeting of the calendar year. Pending approval by Member vote, at the close of the Election Meeting the Vice-Chairperson shall assume the office of Chairperson for the following year. All other officers shall be elected by majority vote at the Election Meeting. The Vice-Chairperson and Secretary serve one-year terms. Terms of office shall begin at the close of the Election Meeting.
- Section 7. Should a position become vacant, the Chair will appoint a temporary replacement until the time of the next election. Should less than half of the term remain, the temporary replacement officer would be eligible to serve another term.
- Section 8. No member shall hold more than one office at a time.

ARTICLE VI – MEETINGS

- Section 1. Meetings of the Consortium shall be held at regular intervals.
- Section 2. Commercial vendors may be invited to make presentations by a majority vote of the Executive Committee.
- Section 3. Special meetings may be called by the Chairperson or by the Executive committee.
- Section 4. A majority of the delegates from Full Member libraries shall constitute a quorum. It shall be understood that a quorum must be present for a "majority vote," as specified in these Bylaws, to be valid.
- Section 5. Only representatives of Member Institutions should be present at the Business Meeting. Guests of Member Institutions should be invited to the Business Meeting or lunch only with prior approval of the Chairperson.

ARTICLE VII – EXECUTIVE COMMITTEE

- Section 1. The elected officers and appointed Chairs of Standing Committees shall constitute the Executive Committee.
- Section 2. The Executive Committee shall conduct the business of the Consortium in accordance with the Bylaws and with actions taken at meetings of the Consortium and make recommendations to the Consortium regarding coordinated programs and services.
- Section 3. Meetings of the Executive Committee shall be called by the Chairperson or at the request of at least two members of the Committee.

ARTICLE VIII – STANDING COMMITTEES

- Section 1. The Education Committee shall oversee the education programming for each AHSLC meeting. These programs shall foster better communications and the exchange of professional information and knowledge among Members. These programs shall also promote innovation and the use of technology in health science libraries. The Education Committee will execute all duties related to such programming. The Education Committee shall have two co-chairs, one representing hospital libraries and one representing academic health sciences libraries. The Education Committee, with the AHSLC Chair's approval, may survey Members on education-related matters as needed.
- Section 2. The Membership Committee is responsible for ensuring Member compliance per the Membership Agreement and for facilitating new Membership inquiries. The Membership Committee is responsible for receiving, keeping, maintaining, and distributing Membership Agreements. The Membership Committee shall oversee the maintenance of accurate Membership records, as well as create and maintain the Membership Directory. The Membership Committee is responsible for matching new Members with a mentor within the AHSLC Membership. The Membership Committee is responsible for collecting and administering special events funds (e.g., sympathy cards, new baby cards, gift cards, etc.). The Membership Committee may survey Members, with the AHSLC Chair's approval, on membership-related matters as needed.
- Section 3. The Web Committee is responsible for all content creation and maintenance, as well as the security thereof, for the Atlanta Health Sciences Library Web functions. Included in this Standing Committee will be a Web Communications Coordinator, who will be responsible for Web communications (e.g., blog, wiki, other social media). The Web Committee may survey Members, with the AHSLC Chair's approval, on Web-related matters as needed.

ARTICLE IX – AD HOC COMMITTEES

Ad Hoc Committees shall be appointed as required by the Chairperson to serve as long as she/he deems necessary.

The Chairperson will designate an Ad Hoc Bylaws Committee every three years to review the Bylaws.

ARTICLE X – PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order shall govern the Consortium in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XI – AMENDMENT OF BYLAWS

These Bylaws can be amended at any regular meeting of the Consortium by a majority vote, provided that the amendment has been submitted to the membership in writing and discussed at the previous regular meeting or mailed at least 30 days prior to the next regular meeting.

The Bylaws will be reviewed by the Ad Hoc Bylaws Committee every three years.

ARTICLE XII – DUES

Minimal dues, as determined by the membership, may be assessed of each member.

ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM BYLAWS

ARTICLE I – NAME AND STATUS

The official name of this organization shall be the Atlanta Health Science Libraries Consortium. This organization shall be a not-for-profit organization.

ARTICLE II – OBJECTIVES

The purpose of the Consortium shall be:

- 1) To foster better communications and the exchange of professional information and knowledge among the health science librarians in the Atlanta region.
- 2) To facilitate interlibrary loans.
- 3) To share existing resources to greater mutual advantage, as with interlibrary loaning.
- 4) To strengthen resources and library services through cooperative programs.
- 5) To promote continuing education of health science librarians.
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- 7) To promote innovation and the use of technology in health science libraries.
- 8) To demonstrate an active interest in the continuing education of the health community by providing information on the library services and resources available locally and through the national biomedical network.

ARTICLE III-MEMBERSHIP, DUES, AND VOTING

Section 1. Membership Categories

- a) Regular Member – an individual currently employed in a health science library in the metro Atlanta area. Such members qualify for voting. Individuals are granted Regular Member status once they have completed an AHSLC membership application and submitted annual payment of dues.
- b) Retired Member – an individual who was once a Regular Member of AHSLC. Such members are given Honorary / Emeritus Member status, which is nonvoting. Individuals are granted Retired Member Status once they have completed an AHSLC Membership Application and submitted annual payment of dues.

- Section 2. Membership dues, amount as determined by the Membership, will be assessed of each member. The membership year is concurrent with the calendar year. Dues amount is to be reviewed on an annual basis by the Executive Committee. Changes in the amount of dues assessed of each Member must be approved by majority vote.
- Section 3. Voting privileges shall be as following:
- a) Member voting shall be done in person or by email. All Regular Members, in good standing with Membership dues, are eligible to vote. Email votes must be submitted no later than one day before the meeting at which a vote will be taken. Absentee voting shall be allowed by proxy.

ARTICLE V – OFFICERS

- Section 1. The Chairperson shall preside at all meetings of the Consortium and of the Executive Committee, and shall be an ex-officio member of all committees and shall designate the chairperson(s) of each committee. This is an elected position with a one-year term.
- Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all the duties of the Chairperson. The Vice-Chairperson shall perform other duties as assigned. This is an elected position with a one-year term.
- Section 3. The Secretary shall be responsible for all record keeping, including meeting minutes and meeting attendance. The Secretary shall be responsible for all correspondence that is not a function proper to other offices or to committees. This is an elected position with a one-year term.
- Section 4. The Treasurer shall be responsible for the receipt, recording, custody, and appropriate disbursement of AHSLC's monies and financial assets. The Treasurer is responsible for creating an annual financial report to be shared with the Executive Committee and entire Membership at the second meeting of each year. This is an elected position with a two-year term.
- Section 5. At the meeting prior to the Election Meeting, the Chair will appoint a Nominating Committee to select candidates for the following year. The committee shall submit its recommendations to the membership in writing at least two weeks prior to the Election Meeting. Candidates will have been an AHSLC Regular Member for at least one year and active on one committee. Retired Members are not eligible for Officer positions.
- Section 6. The Election Meeting is the last meeting of the calendar year. Pending approval by Member vote, at the close of the Election Meeting the Vice-

Chairperson shall assume the office of Chairperson for the following year. All other officers shall be elected by majority vote at the Election Meeting. The Vice-Chairperson and Secretary serve one-year terms. Terms of office shall begin at the close of the Election Meeting.

- Section 7. Should a position become vacant, the Chair will appoint a temporary replacement until the time of the next election. Should less than half of the term remain, the temporary replacement officer would be eligible to serve another term.
- Section 8. No member shall hold more than one office at a time.

ARTICLE VI – MEETINGS

- Section 1. Meetings of the Consortium shall be held at regular intervals.
- Section 2. Commercial vendors may be invited to make presentations by a majority vote of the Executive Committee.
- Section 3. Special meetings may be called by the Chairperson or by the Executive committee.
- Section 4. A majority of the Membership shall constitute a quorum.
- Section 5. Only Regular or Retired Members should be present at the Business Meeting. Guests of Members should be invited to the Business Meeting or lunch only with prior approval of the Chairperson.

ARTICLE VII – EXECUTIVE COMMITTEE

- Section 1. The elected officers and appointed Chairs of Standing Committees shall constitute the Executive Committee.
- Section 2. The Executive Committee shall conduct the business of the Consortium in accordance with the Bylaws and with actions taken at meetings of the Consortium and make recommendations to the Consortium regarding coordinated programs and services.
- Section 3. Meetings of the Executive Committee shall be called by the Chairperson or at the request of at least two members of the Committee.

ARTICLE VIII – STANDING COMMITTEES

- Section 1. The Education Committee shall oversee the education programming for each AHSLC meeting. These programs shall foster better communications and the exchange of professional information and knowledge among Members. These programs shall also promote innovation and the use of technology in health science libraries. The Education Committee will execute all duties related to such programming.

The Education Committee shall have two co-chairs, one representing hospital libraries and one representing academic health sciences libraries. The Education Committee, with the AHSLC Chair's approval, may survey Members on education-related matters as needed

Section 2. The Membership Committee is responsible for receiving, keeping, maintaining, and distributing Membership Agreements. The Membership Committee shall oversee the maintenance of accurate Membership records, as well as create and maintain the Membership Directory. The Membership Committee is responsible for matching new Members with a mentor within the AHSLC Membership. The Membership Committee is responsible for Member outreach activities (e.g., sympathy cards, new baby cards, gift cards, etc.). If financial support is needed for such activities, the Membership Chair will solicit funds in writing to the Treasurer and Chair. The Membership Committee may survey Members, with the AHSLC Chair's approval, on membership-related matters as needed.

Section 3. The Web Committee is responsible for all content creation and maintenance, as well as the security thereof, for the Atlanta Health Sciences Library Web functions. Included in this Standing Committee will be a Web Communications Coordinator, who will be responsible for Web communications (e.g., blog, wiki, other social media). The Web Committee may survey Members, with the AHSLC Chair's approval, on Web-related matters as needed.

ARTICLE IX – AD HOC COMMITTEES

Ad Hoc Committees shall be appointed as required by the Chairperson to serve as long as she/he deems necessary.

The Chairperson will designate an Ad Hoc Bylaws Committee every three years to review the Bylaws.

ARTICLE X – PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order shall govern the Consortium in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XI – AMENDMENT OF BYLAWS

These Bylaws can be amended at any regular meeting of the Consortium by a majority vote, provided that the amendment has been submitted to the membership in writing and discussed at the previous regular meeting or mailed at least 30 days prior to the next regular meeting.

The Bylaws will be reviewed by the Ad Hoc Bylaws Committee every three years.

ARTICLE XII – Association Funds

Section 1. The official registered office of the Association shall be the address of the current treasurer of the Association.

Section 3. The Treasurer is responsible for meeting all financial obligations taken on by the Association that require disbursement of Association funds. Any use of funds must first be given approval by the President and Executive Committee.

Section 4. The Treasurer will annually prepare and present a report that will be distributed to the full membership. This report will be presented by the second meeting of the calendar year. The Executive Committee will audit this report within 30 days of its presentation.

Section 5. Special Funding requests for funds may be presented to the Executive Committee, which alone has the authority to grant such special requests for funds. Only requests that support the mission of AHSLC will be granted. Accounting of funds granted will be included in the Treasurer's Annual Report.

March 18, 2013
Supersedes All Previous Versions

ATLANTA HEALTH SCIENCE LIBRARIES CONSORTIUM BYLAWS

ARTICLE I – NAME AND STATUS

The official name of this organization shall be the Atlanta Health Science Libraries Consortium. This organization shall be a not-for-profit organization.

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The purpose of the Consortium shall be:

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ARTICLE III-MEMBERSHIP, DUES, AND VOTING

Section 1. Membership Categories

- a) Regular Member – an individual currently employed in a health science library in the metro Atlanta area. Such members qualify for voting. Individuals are granted Regular Member status once they have completed an AHSLC membership application and submitted annual payment of dues.
- b) Retired Member – an individual who was once a Regular Member of AHSLC. Such members are given Honorary / Emeritus Member status, which is nonvoting. Individuals are granted Retired Member Status once they have completed an AHSLC Membership Application and submitted annual payment of dues.

- c) Student member - an individual currently enrolled in a library or information sciences graduate program or an individual currently enrolled in an undergraduate or graduate program who is interested in pursuing a degree in library or information sciences and who resides in the metropolitan Atlanta area. Student members are not eligible to vote. Individuals are granted Student Member status after they have completed the AHSLC membership and may keep this status for up to two years.

Section 2. Membership dues, amount as determined by the Membership, will be assessed of each member. The membership year is concurrent with the calendar year. Dues amount is to be reviewed on an annual basis by the Executive Committee. Changes in the amount of dues assessed of each Member must be approved by majority vote.

Section 3. Voting privileges shall be as following:

- a) Member voting shall be done in person or by email. All Regular Members, in good standing with Membership dues, are eligible to vote. Email votes must be submitted no later than one day before the meeting at which a vote will be taken. Absentee voting shall be allowed by proxy.

ARTICLE IV – OFFICERS

Section 1. The Chairperson shall preside at all meetings of the Consortium and of the Executive Committee, and shall be an ex-officio member of all committees and shall designate the chairperson(s) of each committee. This is an elected position with a one-year term.

Section 2. The Vice-Chairperson shall, in the absence of the Chairperson, preside and assume all the duties of the Chairperson. The Vice-Chairperson shall perform other duties as assigned. This is an elected position with a one-year term.

Section 3. The Secretary shall be responsible for all record keeping, including meeting minutes and meeting attendance. The Secretary shall be responsible for all correspondence that is not a function proper to other offices or to committees. This is an elected position with a one-year term.

Section 4. The Treasurer shall be responsible for the receipt, recording, custody, and appropriate disbursement of AHSLC's monies and financial assets. The Treasurer is responsible for creating an annual financial report to be shared with the Executive Committee and entire Membership at the second meeting of each year. This is an elected position with a two-year term.

- Section 5. At the meeting prior to the Election Meeting, the Chair will appoint a Nominating Committee to select candidates for the following year. The committee shall submit its recommendations to the membership in writing at least two weeks prior to the Election Meeting. Candidates will have been an AHSLC Regular Member for at least one year and active on one committee. Retired Members are not eligible for Officer positions.
- Section 6. The Election Meeting is the last meeting of the calendar year. Pending approval by Member vote, at the close of the Election Meeting the Vice-Chairperson shall assume the office of Chairperson for the following year. All other officers shall be elected by majority vote at the Election Meeting. The Vice-Chairperson and Secretary serve one-year terms. Terms of office shall begin at the close of the Election Meeting.
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- Section 1. The elected officers and appointed Chairs of Standing Committees shall constitute the Executive Committee.
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ARTICLE VII – STANDING COMMITTEES

- Section 1. The Education Committee shall oversee the education programming for each AHSLC meeting. These programs shall foster better communications and the exchange of professional information and knowledge among Members. These programs shall also promote innovation and the use of technology in health science libraries. The Education Committee will confer with the Executive Committee regarding any expense related to speakers, programs or other related needs in a reasonable amount of time prior to when the education will take place. The Education Committee will execute all duties related to such programming. The Education Committee shall have two co-chairs, one representing hospital libraries and one representing academic health sciences libraries. The Education Committee, with the AHSLC Chair's approval, may survey Members on education-related matters as needed.
- Section 2. The Membership Committee is responsible for receiving, keeping, maintaining, and distributing Membership Agreements. The Membership Committee shall oversee the maintenance of accurate Membership records, as well as create and maintain the Membership Directory. The Membership Committee is responsible for matching new Members with a mentor within the AHSLC Membership. The Membership Committee is responsible for Member outreach activities (e.g., sympathy cards, new baby cards, gift cards, etc.). If financial support is needed for such activities, the Membership Chair will solicit funds in writing to the Treasurer and Chair. The Membership Committee may survey Members, with the AHSLC Chair's approval, on membership-related matters as needed.
- Section 3. The Web Committee is responsible for all content creation and maintenance, as well as the security thereof, for the Atlanta Health Sciences Library Web functions. Included in this Standing Committee will be a Web Communications Coordinator, who will be responsible for Web communications (e.g., blog, wiki, other social media). The Web Committee may survey Members, with the AHSLC Chair's approval, on Web-related matters as needed.

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Ad Hoc Committees shall be appointed as required by the Chairperson to serve as long as she/he deems necessary.

The Chairperson will designate an Ad Hoc Bylaws Committee every three years to review the Bylaws.

ARTICLE IX – PARLIAMENTARY AUTHORITY

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These Bylaws can be amended at any regular meeting of the Consortium by a majority vote, provided that the amendment has been submitted to the membership in writing and discussed at the previous regular meeting or mailed at least 30 days prior to the next regular meeting.

The Bylaws will be reviewed by the Ad Hoc Bylaws Committee every three years.

ARTICLE XI – Association Funds

Section 1. The official registered office of the Association shall be the address of the current treasurer of the Association.

Section 3. The Treasurer is responsible for meeting all financial obligations taken on by the Association that require disbursement of Association funds. Any use of funds must first be given approval by the President and Executive Committee.

Section 4. The Treasurer will annually prepare and present a report that will be distributed to the full membership. This report will be presented by the second meeting of the calendar year. The Executive Committee will audit this report within 30 days of its presentation.

Section 5. Special Funding requests for funds may be presented to the Executive Committee, which alone has the authority to grant such special requests for funds. Only requests that support the mission of AHSLC will be granted. Accounting of funds granted will be included in the Treasurer's Annual Report.

April 25, 2015

Supersedes All Previous Versions