

URBAN LIBRARY ADMINISTRATORS CONSORTIUM

BYLAWS

ARTICLE I. Name

The name of this organization shall be the Urban Library Administrators Consortium (ULAC).

ARTICLE II. Objectives

Section 1. To provide increased communication and information exchange among urban public library administrators.

Section 2. To promote mutual understanding of library issues and problems statewide and nationally, and to address those issues.

Section 3. To promote the marketing of the library as a resource for community development and civic infrastructure.

Section 4. To achieve operational economies through cooperation.

Section 5. To encourage development of professional management and leadership skills, and to apply those skills to librarianship.

ARTICLE III. Members

Section 1. Member libraries shall meet the following two criteria:

- a. Member libraries shall be defined by RSA 202-A:2.
- b. Member libraries shall serve a population of at least 13,000. Prospective members not meeting this criterion may be proposed for membership by any current member and may be admitted by a two-thirds vote of the membership.

Section 2. Membership is Institutional. Meeting attendance shall be limited to the administrative positions of the member library, and shall be dues-paying members of the New Hampshire Library Association.

Membership for a ULAC member will be \$100/year starting January 2020, and membership will run during the calendar year.

ARTICLE IV. Officers

Section 1. The Officers of the organization shall be Chairman, Vice-Chairman, and Treasurer. Treasury is deposited with NHLA. In order to distribute the task of secretary equitably, minutes are taken and dispersed by library hosting the meeting.

Section 2. The Officers shall be elected to serve for two years and their term of office shall begin at the close of the annual meeting in December. The organization will create a slate of Officers during the September meeting.

Section 3. The duties of the officers shall be as follows:

- a. The Chairman shall conduct all meetings and notify all member libraries of meetings and shall keep record of all general membership. The Chairman, with the advice of the member libraries, shall appoint any special committees as necessary. The Chairman shall be an ex-officio member of each committee, voting only in the case of a tie. The Chairman shall represent the Urban Library Administrators Consortium (ULAC) Section to the NHLA Executive Board. The Chairman shall ensure fiscal oversight of the annual budget in cooperation with the member libraries.
- b. The Vice-Chairman shall assume the responsibilities of the Chairman in the absence of the Chairman. Vice-Chairman shall serve as parliamentarian and shall coordinate all bylaw revisions.
- c. The representative of the member library that is hosting the meeting will serve as Secretary and shall keep minutes of all meetings and forward these to the library membership. This shall be a rotating position.
- d. The Treasurer shall keep and report all necessary and proper financial records, and shall work with the NHLA Treasurer to manage ULAC finances.

ARTICLE V. Meetings

Section 1. The regular meetings of the organization shall be held monthly on the fourth Friday of the month. No meeting July, August, and November. The December meeting is held the second Friday in December. Meeting date may be amended by consent of a majority of members.

Section 2. The annual meeting shall be held in December.

Section 3. Fifty percent of active, regularly attending member libraries shall constitute a quorum.

Section 4. Each member library shall have one vote per library.

ARTICLE VI. Amendments

The by-laws may be amended by a two-thirds vote of the member libraries present, provided that the notice of the meeting states such amendment is proposed.

ARTICLE VII. Parliamentary Authority

The organization shall be governed by Robert's Rules of Order, in all points not covered by these by-laws.

ARTICLE VIII. Disposition of Assets

In the event of the dissolution of this organization, its assets shall remain with New Hampshire Library Association.

Approved: May 26, 2006; March 27, 2015; June 26, 2015; January 22, 2016; February 26, 2016; April 9, 2019; June 11, 2019.