

## **Reference Section**

### **New Jersey Library Association**

#### **Constitution**

##### **Article I – Name**

The section shall be called the Reference Section of the New Jersey Library Association.

##### **Article II – Purpose**

The Reference Section of the New Jersey Library Association works to enhance the effectiveness of reference librarians. The Reference Section is responsible for stimulating and supporting the delivery of reference and information services to all groups, in every type of library regardless of age.

##### **Article III – Goals**

- A. Continuing education opportunities through meetings, workshops and annual conferences;
- B. Professional visibility and career enhancement through participation and leadership in elected positions;
- C. Communication and contact with fellow librarians for idea sharing and problem solving in school, public, academic and special libraries.

##### **Article IV – Membership**

Any member in good standing of the New Jersey Library Association may become a member of the Section, upon payment of annual Section dues.

#### **Rights and Privileges**

1. Each individual member shall be entitled to one vote.
2. Each individual member shall have the right to hold office.

## **Reference and User Services Section**

### **New Jersey Library Association**

#### **Bylaws**

##### **Article I – Executive Board**

- A. The Executive Board of the section shall consist of a President, Vice-President (President-Elect), Past-President, four members-at-large, a library school representative and a Recording Secretary, each of whom shall be elected for a one-year term.
- B. These officers shall be elected by e-mail vote and announced after the annual conference.
- C. The one-year term shall coincide with the fiscal year, July 1 – June 30.
- D. These officers shall perform the duties usually pertaining to their offices.
  - 1. The President shall lead section meetings as determined by the membership, acts as section contact to the NJLA Executive Board and Office, and also fulfills the responsibilities of section secretary and/or other offices in lieu of completion.
  - 2. The Vice-President assists the President, facilitates meetings in the absence of the President, acts as liaison for the Section to the Conference Committee, and assists in coordination the Section's programs.
  - 3. The Secretary records minutes and posts them on the Section webpage and other communication channels.
  - 4. The Members-at-Large represent the general membership on issues of interest or concern relative to the Section and is expected to participate in the business of the Section executive board.
  - 5. The Library School Representative represents the Library School student perspective and is expected to participate in the business of the Section executive board.
- E. All vacancies of the Section Executive Board can be filled by a NJLA member in good standing, and are selected by majority vote via email. If the office of President is vacated before the completion of their term (defined as July 1 – June 30) the remainder of the term shall be filled by the Vice-President.

## **Article II – Meetings**

Business meetings, tours, workshops, and programs shall be held at the discretion of the Section officers for the greatest interest of the members.

## **Article III – Amendments to the Constitution and Bylaws**

Bylaws may be adopted or amended:

- A. By a vote of a majority of the qualified members present at any business meeting provided that the specific notice of such change has been given in the call for such a meeting at least 10 days prior to that meeting; or
- B. If the vote is by mail, by a majority of those voting provided that specific notice of the proposed change has been given at least 30 days prior to the date on which results will be announced.

This Constitution may be amended:

- A. By a vote of a majority of the qualified members present at any business meeting provided that specific notice of such change has been given in the call for such a meeting at least 30 days prior to that meeting; or
- B. If the vote is by mail, by a majority of those voting provided that specific notice of the proposed change has been given at least 30 days prior to the date on which results will be announced. Article IV – Parliamentary Authority

The rules contained in the latest edition of Robert's Rules of Order, Newly Revised ed., shall govern the section in all cases to which they are applicable and in which they are not inconsistent with the Constitution, Bylaws, or any special rules of order the section may adopt.

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