
Oregon Association School Libraries Bylaws

Proposed Changes for 2019

(approved by the OASL Board August 5th, approved by the OASL Membership October 2019)

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*(Numbering is based on its inclusion within the OLA Bylaws, where the OASL Bylaws are Chapter 12 of the OLA Bylaws)*

# 12.01 Name and History

**12.011** The name of this organization shall be Oregon Association of School Libraries (also known as OASL), ~~and hereafter in these bylaws shall be referred to as the Association. OASL is~~ a division of the Oregon Library Association (OLA).

**12.012** OASL is affiliated with the American Association of School Librarians (AASL), a division of the American Library Association (ALA). It was incorporated in 1971, and it became a division of OLA in 2012.
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# 12.02 Purpose

**12.021** The purpose of ~~the Association~~ OASL shall be to provide leadership, encourage the professional growth and status of its members, and to promote, strengthen, and unify school library programs in the State of Oregon by:

* advocating information literacy for all
* supporting reading instruction and enjoyment of literature
* supporting the highest levels of library media services in schools
* strengthening member professionalism through communications and educational opportunities
* promoting visibility in education, government, and the community

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# 12.03 Affiliations

**12.031** ~~This Association~~ OASL may be affiliated with educational and professional organizations which encourage and promote the ideas and purpose of ~~this Association~~ OASL. Affiliations shall be determined by ~~the Association~~ OASL's Board of Directors.

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# 12.04 Members

**12.041** The membership of ~~the Association~~ OASL shall be limited to members of the Oregon Library Association who are affiliated with the OASL division.

**12.042**  Lifetime members shall be selected by the Executive Committee and approved by the OLA Honors, Awards, and Scholarships Committee (HAS). Lifetime membership shall not require renewal and has no dues.
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# 12.05 Regions, Standing Committees, and Ad Hoc Committees

**12.051** Regions
**12.0511** ~~The Association~~ OASL shall be divided into geographical regions. The number and geographical description of the regions shall be determined by the Board of Directors. Each region shall be entitled to one representative on the Board of Directors. Representatives will be liaisons for membership, program, and board activities for their region and will report on region activities to the Board of Directors.

**12.052** Standing Committees
**12.0521** The President shall appoint standing committee chairs for all standing committees.

**12.0522** The standing committees of ~~the Association~~ OASL shall be ~~Awards, Beverly Cleary Children’s Choice Award, the Connie Hull Committee, Intellectual Freedom,~~ *~~Interchange~~*~~, Membership, (OBOB) Oregon Battle of the Books, Oregon Library Standards, Promotions, OSLIS (Oregon School Library Information System), Scholarship, Legislative, Listserv and Webmaster~~ Accounts, Advocacy, Publishing, Reading Engagement, Recognitions, and Teaching and Learning.

**12.0523** ~~Most~~ Committee chairs shall serve a two-year term and may be reappointed.

**12.0524** The Accounts Committee shall oversee any and all types of OASL accounts that individuals receive as members of OASL, including but not limited to listserv, board member online accounts, and membership.

**12.0525** The Advocacy Committee oversees any and all types of OASL business to promote and advocate for the important role of school libraries staffed with both teacher-librarians and classified library staff.

**12.0526** The Publishing Committee oversees any and all physical and electronic methods of communication of OASL, including but not limited to journals, newsletters, websites, and social media.

**12.0527** The Reading Engagement Committee oversees any and all OASL activities that promote reading and the freedom to read, including but not limited to, book awards, book competitions, and intellectual freedom.

**12.0528** The Recognitions Committee oversees any and all OASL methods of recognizing individuals related to school library business, including but not limited to awards and scholarships.

**12.0529** The Teaching and Learning Committee oversees any and all types of OASL resources for the instruction of school library skills, including but not limited to instructional standards and online resources.

**12.053** Ad Hoc Committees
**12.0531** ~~Ad Hoc Committees may be formed, or existing organizations affiliated, by the approval of a majority of the members of the Board of Directors.~~ When necessary to carry on the work of OASL, the Board of Directors may form ad hoc committees, or the board may choose to affiliate with existing organizations, if a majority of the members of the Board of Directors approves. The President shall appoint chairs for any ad hoc Committees. ~~as the Board of Directors of the Association shall deem necessary from time to time to carry on the work of the Association.~~

**12.054** The President shall be an ex-officio member of all committees.

**12.055** Each committee ~~may~~ shall have more than one member. Only ~~the~~ chairs of standing committees will serve as voting committee members on the Board of Directors. If the chair of a standing committee is unable to attend a board meeting, the chair may designate a committee member ~~of the committee may~~ to attend the meeting with full voting rights.

**12.056** The activities of each region or committee will be open to all ~~Association~~ OASL members.

**12.057** The organization, activities, and the management of the funds of each region or committee are under the direct control of the Board of Directors of ~~the Association~~ OASL.

# 12.06 Officers and Executive Committee

**12.061** The officers of ~~the Association~~ OASL shall be the President, the President-Elect, the Immediate Past President, the Secretary, and the Treasurer. An officer must be a member of OASL and have experience as a teacher-librarian. The officers shall perform the duties prescribed by these Bylaws. ~~and by the parliamentary authority (current edition of~~ *~~Robert's Rules of Order~~*~~) adopted by the Association~~.

**12.062** Officers shall be elected by online ballot. Terms of office shall ~~coincide~~ begin at noon during ~~with~~ the ~~summer~~ spring board meeting or ~~August~~ June 1st, whichever comes first.

**12.063** No member shall hold more than one office at a time.

**12.064** The President-Elect shall succeed to the office of President for a term of one year. The President shall succeed to the office of Immediate Past President for a term of one year.

**12.065** Should the President be absent at an official event, the President-Elect shall ~~preside~~ assume the duties of the President. Should the office of President become vacant between elections, the President-Elect shall assume the vacancy and continue through his/her rightfully-elected term.

**12.066** The Secretary and the Treasurer shall each serve two-year terms and shall be eligible for re-election. The Secretary is elected in even years, and the Treasurer is elected in odd years.

**12.067** The Executive Committee shall include the five officers of ~~the Association~~ OASL and two Members-at-Large, elected on alternate years from and by the voting members of the Board of Directors, to each serve for a two-year term.

**12.068** A quorum of the Executive Committee shall be ~~the~~ a majority of its members.

**12.069** The Executive Committee shall act for ~~the Association~~ OASL during the intervals between annual meetings, determine current and long-range policies, direct the activities of all standing and ~~special~~ ad hoc committees on behalf of ~~the Association~~ OASL, and empower the President to perform delegated responsibilities on behalf of ~~the Association~~ OASL and the Board of Directors.

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# 12.07 Board of Directors

**12.071**The voting members of the Board of Directors shall be the five officers of ~~the Association~~ OASL, ~~Archivist, Parliamentarian,~~ chairs of the standing committees, and the following elected representatives: Regional (one per region), Higher Education, ~~Commercial, District, Elementary Building, Junior High/Middle Building, Senior High Building,~~ and ~~Paraprofessional~~ Classified Library Staff.

**12.072** Non-voting members of the Board of Directors shall be the representatives from the Oregon Department of Education ~~(ODE)~~ and the ~~Oregon~~ State Library of Oregon ~~(OSL)~~.

**12.073** A quorum of the Board of Directors shall be a majority of the voting board members.

**12.074** The Board of Directors shall have general supervision of the affairs of ~~the Association~~ OASL between its business meetings, develop a set of written policies to assist in the transaction of the business of ~~the Association~~ OASL, make recommendations to ~~the Association~~ OASL, fix the hour and place of meeting, and perform such other duties as are specified in these Bylaws. The Board of Directors shall be subject to the orders of ~~the Association~~ OASL, and none of its acts shall conflict with action taken by ~~the Association~~ OASL.

**12.075** All board members must be members of ~~the Association~~ OASL except for the representative members from ~~ODE and OSL~~ the Oregon Department of Education and the State Library of Oregon.

**12.076** The Board of Directors ~~is empowered to~~ shall fill vacancies by appointment or special election except for the office of President. Should it be necessary for the President-Elect to assume the Presidency, the Board of Directors ~~is empowered to~~ shall hold a special election to fill the President-Elect vacancy.

**12.077** The transfer of board position responsibilities from an outgoing board member to an incoming board member shall occur at noon during the ~~summer~~ spring board meeting or ~~August~~ ~~1st~~ June 1st, whichever comes first.

**12.078** ~~The Association~~ OASL’s fiscal year is September 1st to August 31st.

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# 12.08 Meetings

**12.081** The Executive ~~Committee~~ Board shall have the authority to plan the schedule of board and business meetings for ~~the Association~~ OASL.

**12.082** Additional board meetings may be called by the Board of Directors.

**12.083** A business meeting of ~~the Association~~ OASL membership shall be held annually.

**12.084** Additional business meetings of the membership may be called by the Board of Directors or by a petition signed by 10% of the members of ~~the Association~~ OASL.

**12.085** For any business meeting~~s~~, the membership must be notified not less than fifteen (15) days in advance of the meeting. An agenda is to accompany the notification of any business meeting. Only those items on the agenda may be acted upon; however, items from the floor may be discussed and action taken at a future business meeting.
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# 12.09 Elections

**12.091** The Past President shall present nominees for President-Elect and other officers and representatives to the Board of Directors.

**12.092** Nominations for President-Elect and other officers ~~may~~ shall be made by members of ~~the Association~~ OASL and submitted to the Past President by an announced deadline.

**12.093** Provision shall be made on the ballot for write-in candidates.

**12.094** The Past President shall make arrangements for an online ballot for the general membership by late winter. Included on the ballot shall be appropriate descriptive information on all candidates and a deadline for return.

**12.095** All ballots received by the deadline shall be counted, and the candidate for each position receiving the largest number of votes shall be declared elected. Tie votes shall be decided by lot. The Past President shall announce the results to the membership.

**12.096** Election to all Board of Director positions, except for President-Elect, shall be for two years. Approximately one-half of the board shall be elected each year.

**12.097** Region Representatives shall be elected from within their region. This election may take place at ~~the~~ regional spring conferences. In the event that a spring conference is not held in a region, or an election is not held at the spring conference, an online ballot ~~will~~ shall be used. The Past President must be notified of the Region Representative election results before the spring board meeting.

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# 12.10 Dues

**12.101** Dues for the various classifications of membership shall be set by the Oregon Library Association.

**12.102** Membership dues are collected as defined by the Oregon Library Association.

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# 12.11 Delegate Attendance at National Meetings

**12.111** ~~The Association~~ OASL shall budget annually an amount of money to be determined by the Board of Directors for the reimbursement of expenses for delegates' travel to attend national meetings as approved in advance by the Board of Directors.

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# 12.12 Amendments

**12.121** Amendment(s) to these Bylaws shall be presented in written form to the Secretary by the Board of Directors. After presentation, there must be an opportunity for discussion of the proposed amendment(s) at a called business meeting of ~~the Association~~ OASL as provided in Article VIII.

**12.122** Voting on amendment(s) shall be determined by board action and must occur either at the next regular annual election of ~~the Association~~ OASL, or, if decided by the Board of Directors to be of an emergency nature, a special election may be held not sooner than fifteen (15) days nor later than thirty (30) days after discussion of proposed amendment(s).

**12.123** Online ballots shall be sent to all members. A two-thirds majority of all members replying to the ballot within fifteen (15) days will be necessary to amend these Bylaws.

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# 12.13 Official Documents

**12.131** The Executive Committee of ~~the Association~~ OASL shall develop and maintain official documents that shall include but are not limited to position descriptions, affiliation agreements, business policies and procedures, minutes, and conference procedures. Such official documents shall be presented to the Board of Directors for approval.

**12.132** Each board position shall be issued an email account, and each member in a board position shall be responsible for maintaining said email account during their tenure and for transferring the account to their successor.

**12.133** The President shall charge the ~~Archivist~~ Secretary with the development of appropriate storage, maintenance, and retrieval processes of ~~Association~~ OASL documents and materials, which shall further be referred to as archives.

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# 12.14 Special Service Contracts

**12.141** The Board of Directors shall have the authority to enter into special service contracts for services that the Board of Directors deems necessary to facilitate the ongoing activities of ~~the Association~~ OASL. These contracts ~~will~~ shall be used for but not be limited to printing jobs and conference facilities.

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Amended March 2014

Amended April 2011

Amended April 2008

Amended October 2006

Amended April 2005

Amended April 2004

Amended April 2000

Amended April 1999

Amended April 1997

Amended April 1994

Amended October 1991