

**NORTH ATLANTIC HEALTH SCIENCES LIBRARIES, INC.  
A Chapter Of The MEDICAL LIBRARY ASSOCIATION, INC.**

**1998 BYLAWS**

[Last Revised in 2008]

**ARTICLE I. Name and Boundaries**

**Section 1. Name**

The name of this organization shall be the North Atlantic Health Sciences Libraries, Inc. (NAHSL), a Chapter of the Medical Library Association, Inc. (MLA).

**Section 2. Boundaries**

The boundaries of the Chapter shall include the entire New England states—Maine, New Hampshire, Vermont, Massachusetts, Connecticut, and Rhode Island.

**ARTICLE II. Purpose**

The purpose of this Chapter shall be to promote librarianship; to strengthen the delivery of health information services within the Chapter boundaries; and to actively support the mission and standards of the MLA.

**ARTICLE III. Membership**

**Section 1. Members**

Both members and nonmembers of the MLA may belong to this Chapter.

**Section 2. Rights and Privileges**

- Voting members of this Chapter shall consist of all members, except that only Voting Members of the MLA shall be qualified to move or to vote on recommendations to the Chapter Council regarding MLA policies or actions, to vote on the selection of a candidate for the MLA Nominating Committee, or to vote on the selection of the Chapter's Representative and Alternate Representative to the Chapter Council.
- All members of the Executive Board of this Chapter including but not limited to officers, committee chairs and state representatives, shall be Voting Members of the MLA and shall live or work in the area contained within the geographic boundaries of the Chapter.

**Section 3. Dues**

A. Dues shall be determined by a majority vote of those present and eligible to vote at an Annual Business Meeting where dues changes are presented. Chapter dues shall not exceed MLA membership dues for Regular Members.

B. Dues shall be assessed on an annual basis for the fiscal year. If dues are unpaid by March 15, the dues shall be considered to be in arrears, and without further notice the member shall be suspended from all rights and privileges.

C. The fiscal year of this Chapter shall be from January 1 to the following December 31.

**ARTICLE IV. Meetings**

**Section 1. Annual Meeting**

One meeting, known as the Annual Business Meeting, shall be held in each fiscal year. Additional meetings at which business may be conducted may be held, provided notice of such meetings has been sent to the membership at least thirty (30) days in advance of the meeting.

**Section 2. Quorum**

Thirty-five voting members shall constitute a quorum of this Chapter.

## **ARTICLE V. Officers**

### **Section 1. Elected Officers**

Elected officers of the Chapter shall be a Chair; a Conference Chair-Elect; a Chair-Elect/Conference Chair; a Past Chair; a Representative to the Chapter Council; an Alternate Representative to the Chapter Council; a Secretary; a Treasurer; and a candidate for the MLA Nominating Committee. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Chapter.

### **Section 2. Nominating Committee**

The Nominating Committee shall consist of the Past Chair and two members of the Chapter appointed by the Executive Board. The Past Chair shall serve as Committee Chair. This committee shall select annually one or more nominees for the offices of Conference Chair-Elect and candidate for the MLA Nominating Committee, and every third year, or as necessary, one or more nominees for the offices of Secretary, Treasurer, Representative to the Chapter Council and Alternate Representative to the Chapter Council.

The Conference Chair-Elect position shall rotate each year among the geographic areas within the NAHSL boundaries.

### **Section 3. Elections and Terms of Office**

A. The officers shall be elected by a majority vote of the members present at the Annual Business Meeting. Where there are more than one candidate, a plurality shall elect.

B. Elected officers, with the exception of the Treasurer, Chapter Council Representative and Chapter Council Alternative, shall take office at the close of the Annual Meeting following their election and serve until the close of the Annual Meeting at the end of their terms of office or until their successors are elected and assume their duties. The Treasurer shall take office on January 1 following the elections at the Annual Meeting and serve until January 1 at the end of the term of office or until a successor is elected and assumes the duties. The Chapter Council Representative and Alternate shall take office after the MLA Meeting following the NAHSL Annual Meeting at which they were elected.

C. The term of office of the Chair shall be, in succession, one year as Conference Chair-Elect, the second year as Chair-Elect/Conference Chair, the third year as Chair, and the fourth year as Past Chair. No one may serve more than one successive term as Conference Chair-Elect, Chair-Elect/Conference Chair, Chair and Past Chair.

D. The terms of office of the Secretary and Treasurer shall be three (3) years. An individual may not serve more than one successive term as Secretary or Treasurer.

E. The terms of office of the Chapter Council Representative and the Alternate Representative shall be three years, except that if the Representative's term is made shorter by action of the Council or the MLA Bylaws, the term will coincide with that action.

### **Section 4. Candidate for the MLA Nominating Committee Membership**

A. The name of one Voting Member of the MLA, chosen by the Nominating Committee and elected at the Annual Business Meeting, shall be submitted each year to the Chapter Council as a potential candidate for membership on the MLA Nominating Committee; this submission shall be made to the Council before its final assembly at the MLA Annual Meeting. The potential candidate shall prepare a biographical statement and a signed statement of willingness-to-serve if elected as a member of the MLA Nominating Committee. The statement shall accompany the name submitted.

B. No person shall consent to being a potential candidate or a candidate for membership on the MLA Nominating Committee who is already such a potential candidate or candidate from some other unit of the MLA; no candidate for membership on the MLA Nominating Committee shall also be a candidate for an elective office of the MLA, or vice versa.

C. No one shall serve on the MLA Nominating Committee as a voting member for more than one term during a period of five (5) years.

### **Section 5. Vacancies**

A. An officer who moves outside the Chapter boundaries may, with the approval of a two-thirds (2/3) vote of the remaining members of the Executive Board, continue to hold that office until completion of the officer's term.

B. Vacancies not covered by these bylaws shall be filled in a manner determined by the Executive Board.

## **ARTICLE VI. The Executive Board**

### **Section 1. Membership**

The elected officers, Chair-appointed officers and one representative from each state group appointed by that state group shall constitute the Executive Board.

### **Section 2. Powers**

The Executive Board shall have general supervision of the affairs of the Chapter between its business meetings, fix the time and place of meetings, make recommendations to the Chapter, and shall perform such other duties as are specified in these bylaws. The Board shall be subject to the orders of the Chapter, and none of its acts shall conflict with action taken by the Chapter.

### **Section 3. Quorum**

Voting members of the Executive Board present constitute a quorum.

## **ARTICLE VII. Committees**

### **Section 1. The Conference Committee**

Two years prior to each annual conference, a Conference Committee shall be organized and shall consist of the Conference Chair (elected and designated Chair-Elect), and the NAHSL Education Committee member, a Program chair and a Hospitality chair, all from the hosting state. Other members of the Conference Committee may be appointed as needed by the Conference Chair.

### **Section 2. Other Committees**

A. The Chair shall appoint such other standing and special committees as are necessary and shall appoint committee chairs with the advice and consent of the Executive Board. The Chair shall be an ex-officio member of all committees except the Nominating Committee.

B. Each committee shall submit an annual report of its activities to the Chapter Chair prior to the compilation of the Annual Chapter Report for submission to MLA Headquarters.

## **ARTICLE VIII. Dissolution**

In the event of dissolution of this Chapter, all liabilities and obligations shall be paid or adequate provision made for payment. Any assets not so disposed shall be disposed of by consensus of the Executive Board of the Chapter to one or more organizations that at the time qualify under Section 501(c)(3) of the Internal Revenue Code or the corresponding provisions of any United States internal revenue law. No funds shall benefit any individual member of the Chapter. If no consensus is met, remaining assets shall be distributed to the Medical Library Association, Inc. within six months as long as the Medical Library Association, Inc. shall qualify as an organization described in Section 501(c)(3) of the Internal Revenue Code. The Chapter charters shall be returned to MLA Headquarters.

## **ARTICLE IX. Parliamentary Authority**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Chapter in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Chapter may adopt.

## **ARTICLE X Amendments**

These bylaws may be amended by a two-thirds (2/3) vote of the membership present at the Annual Business Meeting, provided that the proposed amendments have been sent in writing to the entire membership at least twenty-one (21) days prior to the meeting. This notification may be done electronically via email.

Revised 10/92, 10/94, 10/95, 10/96, 01/98, 08/2000, 2002, 2007, 2008