

# Constitution of the American Association of Law Libraries

HARRIET L. FRENCH

*The original constitution and by-laws of the Association were never printed. The first published, in 1:28 LAW LIBRARY JOURNAL, was the amended version following the second annual meeting in 1907. The full text was published in 1:28; 14:57; 17:60; 18:59; 23:35; 23:145; 25:72; 26:22; 27:12; 29:56; 30:vii, viii; 32:267; 38:185; 40:271; 41:367; 43:123 (by-laws); 44:346 (constitution); 44:348 (by-laws).*

*The annotations following the various sections in this text do not purport to give a complete history. Their purpose is to give the source of the present wording only as found in the volumes and at the pages indicated in the LAW LIBRARY JOURNAL.*

## Article I. Name.

The name of this Association shall be American Association of Law Libraries.

*Source—1:28 (1908) Section 1, Const.*

## Article II. Object.

The Association is established for educational and scientific purposes. It shall be conducted as a non-profit corporation to promote librarianship, to develop and increase the usefulness of law libraries, to cultivate the science of law librarianship and to foster

Miss Harriet L. French is Law Librarian, University of Miami, Coral Gables 46, Florida.

a spirit of cooperation among the members of the profession.

*Source—32:254, 255 (1939) Section 2, Const.*

## Article III. Membership.

Any person or institution interested in law libraries may become a member of the Association by complying with the provisions of the by-laws.

*Source—42:150, 166, 167 (1949)*

## Article IV. Meetings.

Meetings shall be held as provided in the by-laws.

*Source—42:150, 166, 167 (1949)*

## Article V. Officers and Committees.

Section 1. Officers. The officers shall consist of a president, a president-elect, a secretary and a treasurer. The president-elect, the secretary and the treasurer shall be elected annually by the Association. The president-elect shall automatically become president after one year and shall so serve during the second year following his election. The president and president-elect shall serve without compensation, and the secretary and treasurer shall receive such compensation as the executive board shall provide.

*Source—44:229 (1951)*

Section 2. Duties of officers. The president, president-elect, secretary and treasurer shall perform the duties

usually pertaining to their respective offices and such other duties as may be assigned by the executive board.

Section 3. Committees. There shall be such committees as the executive board shall from time to time create.

Section 4. Appointments. The president shall appoint all committee members unless the Association shall otherwise direct.

Section 5. Terms of office. All officers and members of committees shall serve until their successors are elected or appointed, and qualified.

*Source—42:150, 166, 167 (1949)*

**Article VI. Executive Board.**

Section 1. There shall be an executive board of eight, consisting of the officers named in Article V, Section 1, the last retiring president, and three members whose term shall be three years, one of whom shall be elected annually by the Association. The duties of the executive board shall be those usually assigned to such boards in similar associations.

Section 2. The executive board shall have the power to fill any vacancy in elective offices except that of president, the person so elected by the executive board to serve the unexpired term. In the case of the death or resignation of the president of the Association the president-elect shall become president and shall serve until the end of his own elected term.

*Source—42:150, 166, 167 (1949)*

**Article VII. Chapters.**

Chapters of the Association may be created and governed under such conditions and subject to such regulations as may be provided in the by-

laws. Any local or regional law library association, which does not desire to become a chapter of the American Association of Law Libraries, may nevertheless, become affiliated with the Association under such conditions as may be provided in the by-laws, or, in the absence of such conditions, subject to such regulations as the executive board may establish.

*Source—32:261, 268 (1939), Section 12, Const.*

**Article VIII. Amendments.**

Amendments to this constitution may be proposed by the executive board or by a petition signed by 10 per cent of the active members of the Association. Proposed amendments shall become effective when approved by two-thirds of the members voting in a ballot to be conducted by mail, in the manner provided in the by-laws.

*Source—42:151, 166, 167 (1949)*

**Article IX. By-Laws.**

Any by-law may be adopted, repealed, amended or suspended by a two-thirds vote of those present and voting at any meeting of the Association.

*Source—42:151, 166, 167*

**BY-LAWS**

**Article I. Membership.**

Section 1. Classification of membership. Members of the Association shall consist of:

- a. Active members. Any person officially connected with a law library, state library, or with a general library having a separately maintained law section, may become an active member upon payment of annual dues.

b. Institutional members. Any law library may become an institutional member upon payment of annual dues. The executive board is empowered to determine whether the institution applying for membership is a law library.

c. Associate members. Persons not connected with law libraries may be elected to associate membership by the executive board, and shall pay annual dues.

d. Sustaining members. Any person interested in law libraries may be elected to sustaining membership by the executive board, and shall pay annual dues.

e. Honorary members. The Association may, at any regular meeting, by vote of two-thirds of those present, elect non-members as honorary members.

f. Life members. The Association may at any regular meeting, by a vote of two-thirds of those present, elect to life membership those who have been members of the Association, but who have retired from active library work.

*Source—42:151, 152, 167 (1949), derived from Sections 3, 4(a), 4(b), 5, 6 (a) and 6 (b) Const., 41:367 (1948)*

Section 2. Dues, rights and privileges. The right to hold an office shall be restricted to active members and the right of voting shall be restricted to active and life members.

*Source—42:152, 170 (1949), derived from Section 7, Const., 41:367 (1948)*

The transfer of an active or life member to sustaining membership shall not deprive the transferee of either the right to vote or, if otherwise eligible, of the right to hold office.

*Source—43:238, 239 (1950)*

All members shall receive the LAW LIBRARY JOURNAL as a part of their membership, provided that an institutional member may receive one copy for each membership for which it pays but does not designate an active member.

*Source—43:352 (1950)*

The dues to be paid shall be as follows:

a. Active members. The annual dues of active members shall be \$8.00.

b. Institutional members. The annual dues of institutional members shall be based upon the number of full time persons doing work of a professional character employed by such institutional members, according to the following scale:

(1) Libraries having not more than two full time persons in their employ doing work of a professional character shall pay \$16.00.

(2) Libraries having more than two full time persons in their employ doing work of a professional character shall pay annual dues at the rate of \$8.00 for each such person on their staffs, provided, however, that no library shall be required to pay dues in excess of \$80.00 per year in order to enjoy the full privileges of an institutional member.

Such persons on the staff of an institutional member as are designated by the librarian and for whom the institutional member has paid \$8.00 each as its annual dues shall be entitled to active membership in the Association without payment of individual dues.

*Source—46:428, 430 (1953)*

c. Associate members. (1) The annual dues of associate members engaged in publication and related activities shall be \$20.00. (2) The annual dues of other Associate members shall be \$8.00.

*Source—46:467, 468 (1953)*

d. Sustaining members. The annual dues of sustaining members shall be \$50.00.

e. Honorary members. No dues.

f. Life members. No dues.

*Source—42:152, 153, 171 (1949)*

Section 3. The year for dues shall begin on June 1st, and the fiscal year of the Association shall begin on June 1st. The dues of members joining between January 1 and May 31, shall be one-half of the annual dues for that fiscal year.

*Source—42:153, 170 (1949)*

Section 4. Members failing to pay dues after the expiration of six months and after due notice by the treasurer shall be suspended from membership by the treasurer. Suspended members may be reinstated at any time upon payment of the full current year's dues.

*Source—43:243 (1950)*

## Article II. Meetings.

Section 1. An annual meeting of the Association shall be held at such time and place as the executive board shall designate.

Section 2. Special meetings may be held at such times and places as the executive board may elect or the Association direct.

*Source—42:153, 171 (1949), from Sections 14 and 15, Const. (1948) 41:369*

## Article III. Nominations and Elections.

Section 1. Not later than October 1, of each year, the president shall appoint a nominating committee of five members, no one of whom shall be a member of the executive board, to nominate candidates for the elective positions of president-elect, secretary, and treasurer, and membership on the executive board.

*Source—44:232, 233, 349 (1951)*

Two candidates for membership on the executive board shall be presented, and two candidates may be presented for the office of president-elect.

*Source—46:466, 467 (1953)*

In the event that the president-elect cannot assume the duties of president and such fact is known prior to March 1st, the committee shall nominate a candidate for the office of president for the term of one year.

*Source—44:233, 234, 349 (1951)*

Names of candidates, together with their written acceptances, shall be presented by the nominating committee to the president in sufficient time to enable the president to inform the members of the nominations prior to April 1, either by publication in the LAW LIBRARY JOURNAL, or by mail.

Further nominations, except for the office of president, may be made upon written petition of two voting members in good standing. Such petitions, accompanied by written acceptances of the nominees, must be filed with the secretary of the Association not later than May 1.

The secretary shall prepare an official ballot, including nominations by

petition. The professional position of each nominee shall appear on this ballot.

*Source—42:153, 171 (1949), derived from Sections 11 and 12 Const. (1948) 41:368*

**Section 2. Elections.** The president shall appoint a committee on elections which shall have charge of the conduct of the annual election and the counting and tabulation of all votes cast.

Prior to May 15, the secretary shall mail a copy of the ballot to each voting member of the Association. Ballots shall be marked, sealed in plain envelopes, and returned to the secretary before June 10, in covering envelopes bearing on the outside the name and address of the member voting, together with the words "Official Ballot." The secretary shall check on a list of members the names of all members whose votes are received. The candidates receiving the largest number of votes shall be declared elected and shall be so reported at a business session of the annual meeting by the Committee on Elections. In case of a tie vote, the successful candidate shall be determined by lot conducted by the Committee on Elections. In case the annual meeting is held before June 10, or if no annual meeting should be held, the report of the Committee on Elections shall be printed in the first issue of the LAW LIBRARY JOURNAL, following the report of the Committee on Elections, or, in case the LAW LIBRARY JOURNAL has ceased to be published, shall be mailed to the members by the secretary before July 1.

*Source—42:153, 154, 171 (1949), derived from Section 12 Const. (1948) 41:368*

#### **Article IV. Ballot Upon Amendments to the Constitution**

Proposed amendments to the constitution shall be submitted to the secretary, who shall send notice of the proposed amendments to the voting members 30 days prior to the meeting of the Association at which they will be presented for discussion. Ballots shall be mailed by the secretary to the members immediately following the publication of the issue of the LAW LIBRARY JOURNAL which contains the discussion of the proposed amendments (or, at the discretion of the executive board, at any time following the meeting at which the amendments were discussed, provided that the ballots are accompanied by a summary of the discussion). The executive board shall specify the time for closing the balloting, but in no case shall it be less than 30 days after the mailing of the ballots.

*Source—42:154, 171 (1949)*

#### **Article V. Chapters.**

Any group consisting of ten or more active members of the Association, residing within the territory in which such chapter is desired, may apply for permission to establish a chapter of the Association by forwarding a petition in writing to the secretary at least 60 days before any regular meeting of the Association. The executive board shall, after having made a proper investigation, report favorably or adversely thereon to the members of the Association at the ensuing annual meeting, at which meeting the question of the establishment of such chapter shall be part of the regular order

of business, provided, however, that no chapter shall be established except as hereinafter set forth:

(a) The formal name of every such local or regional organization must clearly indicate that it is a chapter of the Association.

(b) No chapter shall adopt a constitution or by-laws inconsistent with the constitution and by-laws of the Association or engage in any activity in conflict with the object of the Association.

(c) Of the dues collected from active members of the Association who are also members of a chapter, the chapter shall receive \$1.00 and the Association shall receive \$7.00.

(d) Chapters may accept as local or regional members persons engaged or interested in law library work, who

wish to take part in local or regional activities only, and may collect separate dues from such persons, but such local and regional members shall at no time exceed fifty per cent of the membership of such chapter. Such local and regional members shall not be considered members of the American Association of Law Libraries, shall not hold the office of president of the chapter, and shall not have any of the privileges of members of the Association.

(e) The executive board may, after proper investigation, recommend to the membership at an annual meeting the discontinuance or suspension of any chapter, which has ceased to be active.

*Source—42:154, 155, 174 (1949)*

