

OBS-SIS Bylaws

Revised, July 18, 2005

Article I: NAME

The name of this special interest section of the American Association of Law Libraries (AALL) shall be the Online Bibliographic Services Special Interest Section (OBS/SIS). .

Article II: OBJECT

The object of the Online Bibliographic Services SIS shall be:

- To provide a forum for the exchange of ideas and information on the use and capabilities of various interactive online bibliographic services, including (but not limited to) OCLC, RLIN, and local systems; and
- To communicate the concerns of its members to the governing bodies of those systems; and
- To concern itself with all technical services, public services, and administrative aspects of such bibliographic systems as they affect users; and
- To represent its members' interests and concerns within the AALL.

The Section shall conduct its affairs in conformity with the Constitution and Bylaws of the American Association of Law Libraries

Article III: MEMBERSHIP

Membership shall be open to any AALL member requesting affiliation with the Online Bibliographic Services SIS as provided in the AALL Bylaws. Membership shall be renewable each year .

Article IV: MEETINGS

Section 1. There shall be an annual meeting of the Online Bibliographic Services Special Interest Section held in conjunction with, or during, the annual meeting of AALL. The scheduling of the annual meeting during the annual meeting of AALL shall be cleared with the Convention Program Chairperson, or as otherwise provided in the AALL Bylaws. Meetings shall be open to all members of the Association (AALL), but no person may vote in any meeting who is not a Section member in good standing.

Section 2. A quorum shall consist of the members present at the meeting

Article V: OFFICERS

Section 1. Officers.

The officers shall consist of a Chair, a Vice-Chair/Chair-elect, a Secretary/ Treasurer, and two (2) Members-at-Large.

Section 2. Duties of Officers .

The Chair and the Vice-Chair/Chair-elect shall each serve for a term of one year. The Secretary/Treasurer and Members-at-Large shall serve for two-year terms, with the terms of the Members-at-Large being staggered so that one new Member-at-Large assumes office each year. Officers shall serve until the adjournment of the annual business meeting. They shall perform the duties usually pertaining to their respective offices, and other such duties as may be assigned by the Executive Board or the membership. The Vice-Chair/Chair-elect shall also serve as Chair of the Education Committee.

Section 3. Executive Board .

There shall be an Executive Board consisting of the officers named above and the immediate past-Chair. The Executive Board shall conduct the business of the Section during the period between annual meetings, provided that no actions are taken in conflict with the AALL bylaws. The Executive Board may meet during the AALL annual meeting.

Article VI: NOMINATION AND ELECTION OF OFFICERS

Section 1. The Officers and Members-at-Large shall be elected annually. The Nominating Committee shall set dates each year for each part of the nominating/election procedure to ensure that adequate time is allowed for each procedure and that the election process is complete at least two months prior to the annual AALL meeting.

Section 2. The Chair shall appoint a Nominating Committee which will consist of three (3) section members, none of whom may be a member of the Executive Board, and none of whom may be a current officer, nor a candidate for office at the succeeding election. The members of the Nominating Committee shall serve for a term of one year. The Chair will designate one of the three members to serve as chairperson of the committee.

Section 3. The Nominating Committee shall nominate at least one candidate for each office . Only those OBS members holding individual or designated institutional membership in AALL are eligible to hold office. The names of candidates, together with their written acceptances, shall be presented by the Nominating Committee to the Chair in sufficient time to enable the Chair to inform Section members of the nominations. Further nominations may be made upon the written

petition of five (5) Section members. Such petitions, with the written consent of the nominees, should be filed with the Secretary/Treasurer.

Section 4. . The Nominating Committee shall recruit a slate of candidates and transmit that information to the SIS Chair. The SIS Chair will prepare the SIS election information for posting on the AALL web site and notify the members of the election voting period. The candidates receiving the largest number of votes shall be elected and shall be so reported at the annual meeting by the Secretary/Treasurer, and all candidates shall be notified of the results of the election at the earliest possible time. In case of a tie vote, a run-off election shall be by secret ballot at the annual meeting. The ballots shall be immediately counted and the candidate with the largest number of votes declared elected.

Section 5. The occurrence of a vacancy in the position of Chair shall be filled by the succession of the present Vice-Chair/Chair-elect to serve as Chair until the next scheduled election of Section officers. In the event of an unexpected vacancy in the office of Vice-Chair/Chair-elect, Secretary/Treasurer, or Member-at-Large, the Section Chair shall appoint a replacement with the approval of the Executive Board.

Article VII: COMMITTEES

Section 1. Standing Committees .

In keeping with the goals of the Section as stated in Article II, standing committees are created to provide a forum for discussion of issues relating to online bibliographic services and a vehicle for the dissemination of information about such services. Committees may be authorized by the Section at the annual business meeting by a majority vote of the members present at the meeting. Committee membership is open to any member of the Section. The Vice-Chair/Chair-elect appoints members to the standing committees for a one-year term which shall correspond to the year in which the Vice-Chair/Chair-elect is to serve as Chair of the Section. Committee Chairs are appointed for two-year terms by the OBS Chair, except in the Education Committee. Each year the Vice-Chair/Chair-elect of the Section shall serve as Chair of the Education Committee.

Committee chairs are responsible for regular communication with the representatives of their respective utilities or systems, reporting to such representatives any concerns of the membership and reporting back to the membership. The Chair of the Education Committee is responsible for organizing and coordinating the planning of educational programs, workshops and institutes, which support the interests of Section members, for the subsequent AALL annual meeting. Committee chairs shall contribute to the Section's newsletter and shall participate in program planning when appropriate. Each committee will hold a meeting in connection with the annual business meeting.

The occurrence of a vacancy in the position of committee chair shall be filled by appointment of the Section Chair with the approval of the Executive Board. A standing committee may be discontinued by a majority vote of the members present and voting at the annual business meeting.

Authorized committees are as follows:

- 1a. OCLC Committee
- 1b. RLIN Committee
- 1c. Local Systems Committee
- 1d. Education Committee
- 1e. OBS/TS Joint Research Grant Commiittee
- 1f. Web Advisory Committee

Section 2. Special Committees .

Special committees, for the performance of particular assignments, may be appointed at any time by the Chair after consultation with the other members of the Executive Board. Committee progress shall be reviewed on a regular basis and the need for continuing the work of such committees should be evaluated by the incoming Section Chair.

Section 3. Discussion Groups .

Informal discussion groups, to meet under the auspices of the Section, may be formed by any five (5) or more members of the Section, with the approval of the Chair.

Article VIII: AMENDMENTS

Section 1. These bylaws may be amended at the annual meeting of the Section, by a majority vote of the members present and voting or by a majority of the votes cast by a mail or electronic ballot conducted by the Secretary/Treasurer . Any amendment shall take effect after it has been approved by the AALL Executive Board. Any amendment must be presented to the AALL Bylaws Committee for review before it is submitted to the Section membership for vote.

Section 2. Notice of proposed amendments shall be communicated to the Section's members in advance of the meeting or be published in the Section's newsletter, or be sent by electronic mail to the members' electronic mail addresses of record with AALL, thirty days in advance of the annual meeting, or of the mailing of ballots, or of the conducting of an election by electronic ballot. Members may request a paper copy of the proposed amendments upon request to the Secretary/Treasurer.

Section 3. Members unable to attend the OBS Annual Business Meeting may submit proxy votes to the Secretary/Treasurer prior to the meeting or to the electronic voting deadline. All proxy votes must be submitted in advance of the meeting or electronic voting deadlines.

Article IX: PARLIAMENTARY AUTHORITY

Sturgis' Standard Code of Parliamentary Procedure, in the latest edition, shall govern all deliberations of the section .

Date adopted, unknown

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