

## Bylaws

### Midlands Conference of Librarians Serving the Blind and Physically Handicapped March 1983

[03/93 recommended changes in brackets]

#### I. Name

The name of the organization shall be the Midlands Conference of Librarians Serving the Blind and Physically Handicapped.

#### II. Purpose

The purposes of the conference are:

- 1) to exchange ideas and materials.
- 2) to discuss and solve common problems.
- 3) to make recommendations to the National Library Service for the Blind and Physically Handicapped.
- 4) to work with the other three regional conference, NLS, and other agencies and groups to improve service.

#### III. Membership

All librarians on the staff of regional and subregional libraries and directors of machine lending agencies shall be members of the conference. Other interested librarians from the region and other staff members of regional and subregional libraries and machine lending agencies are encouraged to become members of the conference.

[There is no explanation of how to become a "member of the conference."]

The region consists of Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Ohio, Oklahoma, and Wisconsin.

There shall be one vote for each regional librarian, subregional librarian, and head of machine lending agencies.

#### IV. Officers

Officers shall include chairperson, vice-chairperson, and a secretary. The executive committee shall include these officers and the immediate past chairperson.

All offices are elective.

The chairperson shall be responsible for conducting the business meetings of the conference, appointing committee members, appointing representatives to NLS ad hoc committees, planning the agenda for conference meetings, and making a report on conference recommendations at the national conference.

The vice-chairperson serves on the executive committee and assumes the office of chairperson in the event of resignation. Other offices vacated by resignation shall be filled by appointment of the chairperson.

The length of term of offices shall be two years. The chairperson serves an additional one year after his term on the executive committee [The chairperson serves an additional one year on the executive committee after his/her term expires].

The secretary shall keep the minutes of conference meetings, and assist with conference correspondence.

The conference representatives to the various ad hoc and advisory committees organized by NLS shall attend meetings and give a report to the conference at business meetings. Representatives shall serve two years and shall be appointed by the executive committee [chairperson], based on input from the region. The chairperson shall keep the conference informed of committees organized and representatives appointed.

#### V. Elections

Officers will be elected at conference in odd [-numbered] years and will serve two years. At least three months prior to election, the chairperson shall appoint a nominating committee of three persons. The committee shall prepare a slate and secure the consent of two candidates for each elective office.

The nominating committee shall present the names of the candidates at least forty-eight hours before the election. Additional candidates may be nominated from the floor at the time of the election providing their consent has been obtained.

Elections shall be by secret ballot and by majority vote of those members present and voting.

Vacancies shall be filled for the unexpired term by the Chairperson.

#### VI. Meetings and Quorums

The conferences shall meet at the national conference in even-numbered years and in the month of May in odd-numbered years at a site selected by vote of the [regional] conference.

In the even-numbered [odd-numbered] years the host librarian shall chair the conference planning committee. The members of the

executive committee will [also] serve [on the conference planning committee].

Invitations for the next meeting site shall be presented in even-numbered [odd-numbered] years. Membership will vote on a site at the time of invitation of [or] at the national conference the following year.

A quorum shall consist of twenty-five voting members.

Voting shall be by a simple majority of the voting members present at a meeting which has a quorum.

#### VII. Conference Fees

In even-numbered [odd-numbered] years, a registration fee may be charged for the Midlands conference. This fee will be determined by the host librarian based on projected conference expenses.

#### VIII. Amendments

Only revisions and amendments to the bylaws must be voted on by the entire membership. These votes will be a two-thirds vote. Votes of the entire membership must be conducted by mail.

#### IX. Archive

An archive of conference papers shall be maintained by the director of the Multistate Center for the Midlands. Multistate Center personnel are excluded from elective office and voting membership.

