

**YOUTH SERVICES DIVISION
OF
THE DELAWARE LIBRARY ASSOCIATION

BYLAWS**

ARTICLE I. NAME. The name of this organization shall be the Youth Services Division, of the Delaware Library Association.

ARTICLE II. OBJECT. The objects of this Division shall be:

1. To promote library service for youth librarianship within and for the public libraries in Delaware.
2. To cooperate in the promotion of general and joint enterprises within the Association and with other library groups, and to represent and interpret library service to youth in contacts outside the profession.
3. To have full authority within the Delaware Library Association in respect to all programs and policies which concern only the area of library service to youth in Delaware, and to act for the Association in this area.
4. To study, approve, and sponsor standards, laws, and financial support for library service to youth in coordination with the State Division of Libraries, the Delaware Library Trustee Association, and all other appropriate organizations.
5. To conduct activities and projects for improvement and extension of library service to youth and for stimulation of the development of librarians and staff members engaged in library service to youth in Delaware.

ARTICLE III. MEMBERS. Memberships in this Division shall be open to all members of the Delaware Library Association.

The dues paid to the Delaware Library Association shall constitute the dues of this Division, providing that a portion of the annual income from this source be allotted to this Division by the Association. Any additional fees or assessments may only be levied at the vote of the membership of the Division after due and proper notification that such action is pending.

Only personal members of the Delaware Library Association who have been admitted to membership in this Division shall have the right to vote, to hold office, and to serve on committees.

ARTICLE IV

OFFICERS. The officers of the Division shall be a President (*or Co-Presidents*), a Vice President (President-Elect), a Secretary/Treasurer.

The President/Co-Presidents shall be responsible for:

- Running all meetings of the Division
- Chairing the Delaware Blue Hen Children’s Choice Book Award Committee
- Notification of all awards to those pertinent to that award

The Vice President (President-Elect) shall be responsible for:

- Representing the President when necessary
- Attaining membership on the Conference Planning Committee
- Attaining the office of President of the Division at the end of the term of Vice President

The Secretary/Treasurer shall be responsible for:

- Maintaining written minutes of all meetings of the Division
- Maintaining a written budget
- Maintaining financial records for the Division
- Chairing the Summer Reading Program Workshop Committee

“Notice of the slate of new officers shall be mailed, **emailed, or by use of other electronic means** to the membership with the call of the meeting at least two weeks in advance of the date of said meeting. Additional nominations may be made from the floor at the annual meeting, and election shall be by written **or verbal** ballot **from the quorum.**”

The officers shall serve for one year or until their successors are elected and take office, and their term of office shall begin at the close of the annual meeting at which they are elected.

No member shall hold more than one office at a time, and no member shall be eligible to serve more than two consecutive terms in the same office. No one holding office in the Delaware Library Association shall be eligible for office in this Division.

ARTICLE V.

MEETINGS. The regular meetings of the Division shall be held in the fall, winter and spring of each year. The fall meeting shall be a business meeting with such workshops or other programs as the Executive Board of the Division shall arrange. The winter meeting shall be a workshop for gathering ideas to use for the annual Summer Reading Program, in cooperation with the Delaware Division of Libraries. The spring meeting shall be known as the annual meeting, and shall be for the purpose of electing officers, receiving reports of officers and committees, and for any other business that may arise, at the same time and place as the meeting of the Delaware Library Association.

Special meetings may be called by the President or the Executive Board, and shall be called upon written request of any five members of the Division, provided that at least five days written notice shall be given, and the purpose of the meeting shall be stated in the call.

Fifteen members, or one-third of the membership of the Division, shall constitute a quorum.

*Article V is referring to membership needed to be available for voting on issues within the Youth Services Division.

ARTICLE VI.

EXECUTIVE BOARD. The officers of the Division, and the Immediate Past President shall constitute the Executive Board of the Division.

The Executive Board shall have the general supervision of the affairs of the Division between its business meetings, make recommendations to the Division, fix the hour and place of meetings in coordination with the Delaware Library Association, and shall perform such other duties as are specified in these Bylaws. The Board shall be subject to the orders of the Division, and none of its acts shall conflict with action taken by the Division or by the Delaware Library Association.

As provided in the Bylaws of the Delaware Library Association, Article III, Part B., Section 1, the President of the Division or the designated Alternate shall be a member of the Executive Board of the Delaware Library Association.

Regular and special meetings of the Executive Board of the Division shall be set by the Board, and/or shall be called on the written request of at least three members of the Board.

The Executive Board, through its representative on the Delaware Library Association Executive Board shall submit its budget and program annually to the Executive Board of the Delaware Library Association.

ARTICLE VII.

COMMITTEES. The President of the Division shall head the Delaware Blue Hen Children's Choice Award Committee.

The Vice President shall be a member of the Conference Planning Committee, representing the Division, submitting a report to the President.

The Secretary/Treasurer shall head the Summer Reading Program Workshop Committee.

Such other committees, standing or special, shall be appointed by

the President as the Division of the Executive Board shall from time to time deem necessary to carry on the work of the Division. The President shall be *ex officio* a member of all committees.

ARTICLE VIII. PARLIAMENTARY AUTHORITY. The rules contained in the latest edition of Robert's Rules of Order shall govern the Division in all cases to which they are applicable and in which they are not inconsistent with those Bylaws or the Bylaws of the Delaware Library Association and any special rules of order the Association may adopt.

ARTICLE IX. AMENDMENT OF BYLAWS. These Bylaws may be amended at any regular meeting of the Division by a two-thirds vote, provided that the amendment has been submitted in writing (formal or electronically) with call of the meeting, or at least ten days prior to the meeting.

*Article IX is referring to how many members are needed for an issue to be approved within the Division.

Submitted by Sherri Scott
President of Youth Services Division
A Division of the Delaware Library Association
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