

# **Bylaws of the Consortium of Rhode Island Academic and Research Libraries**

## **ARTICLE I (Name)**

The name of this organization shall be the Consortium of Rhode Island Academic and Research Libraries. Its acronym shall be CRIARL.

## **ARTICLE II (Purpose)**

CRIARL is a voluntary, not-for-profit organization of academic and research libraries whose purpose is to promote access, collaboration and communication among its members in order to advance scholarly research.

## **ARTICLE III (Membership)**

### Section I

Academic and research libraries located in Rhode Island are eligible to apply for institutional membership.

### Section II

New members may be admitted to CRIARL by a two-thirds (2/3) vote of the current membership. To qualify for membership, a prospective member library must comply with the following requirements. An academic library must be within an institution which meets ACRL or other professional standards, and is accredited by NEASC through its Commission on Institutions of Higher Education or by another appropriate accrediting body. A non-academic library must demonstrate support for scholarly research. A prospective member library must also demonstrate continued support for development and improvement of collection, staff, and services.

### Section III

- a) Each member institution library shall appoint one person and an alternate to be its official representatives. The head librarians representing their respective libraries shall constitute the Board of Directors. If neither the official nor the alternate representative is able to attend a specific meeting, a proxy voter may be identified. Prior to the meeting, the institution will need to notify the Secretary of the proxy representative in order for them to cast a vote for that institution.
- b) Each member institution's representative, alternate, or proxy may cast one vote per institution on any issue presented to CRIARL. Electronic voting by each member institution's representative or alternate is authorized for all matters that require a vote of the Board of Directors.
- c) Any person currently employed by a member institution may participate in CRIARL activities, hold office, serve on committees, and engage in debates on CRIARL policy. Only the official CRIARL representative from each member institution, alternate, or proxy may cast a vote.

#### Section IV

Dues shall be set at the annual meeting by a vote of two-thirds (2/3) of the members. If dues are to be assessed, they will be payable on or before November 1 of the next fiscal year. Special assessments must be proposed and discussed at one meeting, with appropriate notice, and voted on at a subsequent meeting. A two-thirds (2/3) vote of the members is required to pass a special assessment.

#### Section V

The membership year and the fiscal year shall begin on July 1 and end on June 30 of the subsequent year.

### **ARTICLE IV (Governance)**

#### Section I

The Board of Directors shall set policy, approve and review the annual budget, and approve contracts.

#### Section II

The officers of the Consortium shall constitute the Executive Committee. This committee shall propose plans for the Consortium, review the budget prior to its presentation at the annual meeting, and facilitate urgent business as the situation requires. Unless otherwise directed by the Board of Directors, the Executive Committee shall meet when its members deem necessary.

### **ARTICLE V (Officers)**

#### Section I

The officers of CRIARL shall be a president, vice-president/president-elect, secretary, and a treasurer. These officers shall perform the duties prescribed by the bylaws and the parliamentary authority adopted by the Consortium.

#### Section II

All officers shall serve for a term of two years and terms shall begin July 1.

#### Section III

A nominating committee shall be appointed by the President in election years. The committee membership shall be announced at the winter meeting, report to the membership at least 30 days prior to the annual meeting, and the election of officers shall be held at the annual meeting.

#### Section IV

In the event of a vacancy in the office of the president, the vice-president/president-elect shall assume the office of president for the remainder of the term. Vacancies in the offices of vice-president/president-elect, secretary, or treasurer shall be filled for the remainder of the term by a special election.

### **ARTICLE VI (Meetings)**

#### Section I

A minimum of three meetings shall be held from September through May of each year, designated the fall winter and spring meetings. Dates and locations may be set at the fall meeting or earlier, via a poll through the CRIARL list.

## Section II

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, approving the annual budget, setting the following year's dues, and for any other business that the members may wish to consider.

## Section III

Special meetings may be called by the president and shall be called upon the request of three members of the Board of Directors. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least seven calendar days' notice shall be given.

## Section IV

Two-thirds (2/3) of the membership shall constitute a quorum.

## **ARTICLE VII (Committees)**

### Section I

Committees of the Board of Directors shall be appointed and charged by the president to carry out the duties of the Board, such as nominating officers, considering membership applications, and revising by-laws.

### Section II

Consortium committees, standing or special, may be initiated by the president with a charge developed by the Executive Committee during the summer or as needed, submitted to the Board of Directors with the fall meeting agenda, and reviewed and approved by the Board of Directors at its fall meeting.

### Section III

Membership on Consortium committees is open to all member-institutions. Representatives from each institution may be appointed each year by the head librarian of the member-institution on the Board of Directors.

### Section IV

A Consortium committee may include representatives of institutions not members of CRIARL. One or more members of the Board of Directors may be members of standing or special committees.

### Section V

All Consortium committees are required to submit an annual report, in writing, before the spring meeting. The annual report may include any recommended modification to the committee's charge and a suggestion for the next year's committee chair. Modifications to the charge may be proposed at any time.

## **ARTICLE VIII (Parliamentary Authority)**

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

## **ARTICLE IX (Amendment of Bylaws)**

These bylaws may be amended at any regular meeting of CRIARL by a two-thirds (2/3) vote, provided that the amendment has been submitted in writing at the previous regular meeting.

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These bylaws were passed unanimously by the membership of CRIARL at the annual meeting held on the 4th day of June, 1976.

Rev. 1/3/1990

Rev. 10/11/1996

Rev. 4/15/2005

Rev. 4/29/2016

Rev. 5/7/2019