

TLN Adult Services Committee Bylaws

Article I: Name

The name of this committee shall be the TLN Adult Services Committee (ASC).

Article II: Purpose

The purpose of this committee is:

1. to provide a forum for discussion, networking and problem solving
2. to make recommendations to appropriate TLN committees or departments
3. to provide opportunities for continuing education

Article III: Members

Sec. 1. Membership is open to any person from a TLN member library who has an interest in services to adults.

Sec. 2. Each library may send more than one representative to a committee meeting, but only one vote per library will be allowed (ie. if a representative was present from LIVN, LIVS, and LVCC, each would receive one vote).

Sec. 3. The TLN administration shall designate one TLN staff person to attend TLN ASC meetings. This person shall be a non-voting member and act as liaison to this committee.

Sec. 4. No member shall hold more than one office at a time and no member shall be eligible to serve consecutive terms in the same office.

Article IV: Officers

Sec. 1. The officers of the committee shall be Chair, Chair-elect and Secretary.

Sec. 2. Nominations for the officers in Sec. 1 will be taken in advance of and from the floor at the August meeting.

Sec. 3. Election of the officers will occur at the August meeting.

Sec. 4. Officers will assume their duties at the October meeting for a term of one year.

Sec. 5. In the event of a vacancy, the remainder of the term shall be filled by a vote of the membership at the meeting immediately following the announcement of the vacancy.

Sec. 6. Duties of officers:

- a. Chair: will conduct meetings and distribute the agenda in advance of meetings. The Chair will represent the committee at other TLN meetings.

- b. Chair-elect: will assume the Chair's duties in their absence and will serve as Chair the following year.
- c. Secretary : will take minutes, distribute them before the next meeting and submit them to TLN.

Article V: Meetings

Meetings will be held on the first Monday of February, April, June, August, October and December unless that Monday falls on a holiday or conflicts with a cooperative-wide activity.

Article VI: Sub-committees

Sec. 1. The standing subcommittee shall be Continuing Education. This subcommittee shall plan professional development opportunities.

Sec. 2. Other subcommittees may be created as needed.

Article VII: Procedures

Any committee business requiring action by the members shall be discussed and then voted upon. A simple majority of those present at the meeting will determine committee action.

Article VIII: Amendment of Bylaws

Bylaws may be amended by a 2/3 majority of those present at any committee meeting, provided that written notification has been sent to all members in advance of the meeting.

(Revised 10/1/2012)