

Military Libraries Community (MLC)

Governing Document

19 December 2022

NAME AND MISSION

The name of this unit is the Military Libraries Community, Special Libraries Association.

The mission of this Community shall be that of the Special Libraries Association. The scope of the Community is to bring together those interested in the betterment of military library service. It is a forum for the exchange of ideas and information on military librarianship; it conceives and carries out projects that assist members in improving services to their constituencies; it works to promote the professional advancement of its members and to enhance understanding of the importance of libraries to a successful national defense.

MEMBERSHIP

The membership of the Community shall be those members of the Association who elect to affiliate with the Community.

The Association's Board of Directors shall define the classes of members.

Community membership falling below 25 members for more than one Association year will be reported to the Community Cabinet President.

EXECUTIVE BOARD

The executive board ("board") with a minimum of four members shall have the authority and responsibility to manage the Community's property and to regulate and govern its affairs. A majority of board members in office shall constitute a quorum for the transaction of business at any meeting of the board.

No member shall serve in the same office for more than two consecutive terms.

Should the office of President become vacant, the President-elect shall assume this position for the remainder of the term. All other board vacancies, including a vacancy in the office of President-elect, occurring before the conclusion of a departing member's term will be filled by majority vote of the remaining members of the board.

OFFICERS

The President, subject to the executive board, shall have general supervision and control over Community affairs.

The President-elect shall have duties as specified by Community Recommended Practices and the needs of the Community.

The secretary shall keep an approved record of all meetings of the Community and board and sign legal documents jointly with the President.

The treasurer shall manage reimbursements within the parameters of SLA Guidelines.

The Community may elect additional officers as specified by the Community Recommended Practices, and the needs of the Community.

MEETINGS

At least one business meeting shall be held during the term of office of each elected board.

The Community annual business meeting shall preferably be held during the Association annual conference or at a time determine by the executive board.

Adequate notice of meetings shall be provided to the membership.

COMMITTEES

The board may establish committees, which shall be responsible to the board. The board may authorize requests for reimbursement for committee expenses.

No Community member may serve on any one committee for more than six consecutive years.

SUBUNITS

Subunits may be established and disbanded by the Community, according to the Recommended Practices for units.

FUNDS, CONTRACTS AND PROPERTY

Funds for Community expenses shall be derived in part or in whole from the Association as an allotted share of the annual dues paid by Community members.

Any agreement, contract, or obligation entered into by the Community, including the purchase of property such as office machines, filing cabinets, computer equipment, etc., shall have advance approval of the board. Any agreement, contract or obligation must be in compliance with Association liability limits as prescribed in the Recommended Practices for Units.

NOMINATIONS AND ELECTIONS

A Nominating Committee for each election of members to the board shall be appointed by the board. Nomination of candidates for each office and the election of candidates shall be determined by the Recommended Practices for Units.

DISSOLUTION AND MERGER

The Community may petition the Association Board of Directors for dissolution, or for merger with another Community, by vote of its membership in accordance with the Recommended Practices for Units.

COMMUNICATIONS

The Community shall institute suitable mechanisms to facilitate communications with and between its members regarding Community activities, affairs, issues, and other matters.

COMMUNITY REPRESENTATION AND AFFILIATION

Community representatives to joint committees and meetings of other societies having objectives allied to those of the Community and of the Association may be appointed by the President.

AMENDMENTS

This governing document may be amended by an affirmative vote of two thirds of the votes cast when amendments are put to the vote. Revisions in, or amendments to, the Community governing document shall be reviewed by the Association's Bylaws Committee, prior to presentation to the Community membership.

Approved by Community Cabinet: June 10, 2003

Approved by Board of Directors: January 21, 2004

Effective Date: February 1, 2004

This Governing Document was amended: October 19, 2007

Effective Date: November 1, 2007

Approved by the Bylaws Committee, Special Libraries Association

_____, President

(Signed) (Date)

Approved by the Community membership

_____, President

(Signed) (Date)