SOUTHEAST KANSAS ACADEMIC LIBRARIANS COUNCIL
BY-LAWS

ARTICLE I (Name)

The name of this organization shall be Southeast Kansas Academic Librarians Council. Its acronym shall be SEKALC.

ARTICLE II (Purpose)

SEKALC is a voluntary, not-for-profit organization of academic libraries whose purpose is to promote cooperation and communication among its members, to improve and expand the library resources and services of its members, and to work closely with appropriate agencies in pursuit of its goals.

ARTICLE III (Membership)

Section I
Full membership is open to any academic library in Southeast or South Central Kansas Library System.

Section II
New members may be admitted to SEKALC by a two-thirds (2/3) vote of the current membership.

Section III
The Director or Head Librarian of each institution shall represent member libraries. Each member shall have one vote.

Section IV
One-third of the full membership shall constitute a quorum for regular business and voting purposes. A simple majority vote is sufficient to pass a motion.

Section V
There will be no dues assessed to member libraries. A special annual payment of $450.00 by member institutions is due by November 1 of each year. This special assessment provides the Council money to purchase audiovisual materials to be shared by all member libraries. Due to the budgets of individual institutions, the above amount may require exceptions to be approved on an annual basis.

Section VI
The membership year and the fiscal year shall begin on July 1 and end on June 30 of the subsequent year.
ARTICLE IV (Officers)

Section I
The officers of SEKALC shall be Chairperson, Recorder, Treasurer and Historian. These officers shall perform the duties prescribed by the bylaws and by the parliamentary authority adopted by the Council.

Section II
All officers shall serve for a term of one year and terms shall begin July 1. By designation, the officers shall serve on a two-year rotation basis: first year as Recorder, and second year as Chairperson. The Director of Allen County Community College Library serves as Treasurer. The position of Treasurer does not rotate. The position of Historian does not rotate and is designated by the Council.

Section III
In the event of a vacancy in the office of Chairperson, the Recorder shall assume the office of Chairperson for the remainder of the term. The position of Recorder shall be filled by the Director of the library in the designated rotation of libraries.

ARTICLE V (Duties of Officers)

Section I
The Chairperson shall preside at all meetings of the membership.

Section II
The Recorder shall be responsible for taking the minutes of all meetings of the Council and disseminating them to the membership.

Section III
The Treasurer shall have charge of the funds of the Council and shall be responsible for keeping accurate records of accounts showing receipts and disbursements. The Treasurer shall also be responsible for issuing annual invoices to member libraries for their share of consortium purchases. The Treasurer shall present a written report at each regular meeting of the membership. The audiovisual collection will be maintained by the Treasurer.

Section IV
The Historian shall be responsible for maintaining records of all official documents of the Council and shall maintain continuous records of Council business including minutes of all meetings.
ARTICLE VI (Meetings)

Section I
A minimum of four meetings shall be held from September through April of each year. An additional meeting shall be held occasionally during the summer. Dates and locations shall be set at the September meeting.

Section II
Special meetings may be called by the Chairperson and shall be called upon the request of three members. 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 III
The Chairperson and/or Recorder may solicit a vote from membership via telephone or electronically on business that occurs between meetings.

ARTICLE VII (Committees)

There shall be Special Committees established as the Council shall deem necessary and charged with their duties by the Council. The Chair with the advice of the Council shall appoint chairpersons and members of Special Committees. All Special Committees shall go out of existence at the end of the fiscal year unless their continued existence is recommended by the Council and ratified by the full membership.

ARTICLE VIII (Amendment of By-Laws)

These by-laws may be amended at any meeting by a two-thirds vote. Proposed amendments shall be submitted in writing to the Council at least ten days before the meeting at which they are to be discussed. All amendments shall become effective immediately upon adjournment of the meetings at which they were approved.

ARTICLE IX (Parliamentary Authority)

The rules contained in the current edition of Robert’s Rules of Order Revised shall govern the Council in all cases to which they are applicable and in which they are not inconsistent with these bylaws and/or any special rules of order the Council may adopt.
ARTICLE X (Dissolution)

The Council may be dissolved at any regular meeting of the full membership by two-thirds vote, providing that fifteen days notice of this proposal has been sent to the membership. Proxies will be recognized for this purpose. In the event to dissolve, the full membership shall set forth the date of such actual dissolution, except that such date shall not be less than 60 days following the date of action. Funds remaining to the credit of the Council after payment of all bills and obligations, and the joint video library, shall be disbursed equally to the then current full members in good standing.

These By-Laws were passed unanimously by the membership of SEKALC on April 25, 2003. (Bylaws Committee: Bob Walter, Scotty Zollars, Janice Weir)

These By-Laws were amended unanimously by the membership of SEKALC on November 30, 2007.

Member Libraries (2007):
Allen County Community College
Butler County Community College
Coffeyville Community College/Area Technical School
Cowley County Community College
Fort Scott Community College
Independence Community College
Labette Community College
Neosho County Community College
Pittsburg State University.