

**BYLAWS OF THE AMERICAN LIBRARY ASSOCIATION  
INTERNATIONAL RELATIONS ROUNDTABLE  
2015 revision approved by ballot**

Article I: Name

The name of this organization is the American Library Association International Relations Roundtable, an ALA Council, which shall be composed of members of the Association interested in international relations; and activities which further the international objectives of ALA; and information to visitors from abroad.

Article III: Membership

Any member of the ALA may elect membership in the IRRT upon the terms and conditions required for membership in the Round Table. Every member has the right to elect a personal member is eligible to hold office.

Article IV: Dues

Annual membership dues are stated in the latest *ALA Handbook*.

Article V: Meetings

Section 1. Annual Meeting

The regular membership meeting of the Round Table shall be held at the time and place of the annual conference of ALA when needed.

Section 2. Special Meetings

Special membership meetings may be called by the Executive Board upon the petition of twenty IRRT members. Notice of any special meeting, together with a statement of the business to be transacted, shall be distributed to members at least thirty days before such a meeting. No business other than that stated in the notice may be transacted.

Section 3. Quorum

Twenty members constitute a quorum at any membership meeting.



#### Section 4. Quorum

A majority of members (50% plus one) constitutes a quorum at any meeting of the Executive Board or of the officers.

#### Section 5. Roster

The names and affiliations of each Executive Board member shall be published annually in the ALA Handbook of Organization.

#### Section 6. Mail Votes

Mail votes may be taken in accordance with the procedure established for the ALA Executive Board. ALA Bylaws, Article VIII, Section 9: "Votes in the Executive Board, as well as in committees, may be taken by mail, electronic system, or conference call, provided that all members are canvassed simultaneously. An affirmative vote from two-thirds of the full body shall be required. Each committee shall have the authority to set a time limit within which the votes of its members shall be recorded, but if no such time limit is set no vote shall be counted unless received within 30 days from the day the text of the matter voted upon was mailed properly addressed to those entitled to vote on the matter involved."

#### Article VIII: Committees

##### Section 1. Standing Committees

Standing committees may be authorized or discontinued by the IRRT Executive Board. Chairs of most standing committees shall be appointed by the IRRT vice-chair/chair-elect for two years each, and may be reappointed to **one** additional two year-term. Chairs of the Reception and Nominating Committees are appointed for one-year terms. Members of the Nominating Committee are not eligible for a consecutive term.

A list of the standing committees and definition of the chair and committee duties shall be included in the IRRT Procedures Manual and on the IRRT website.

All standing committees shall review their charge every two years **or** as needed and make recommendations for changes to the IRRT Executive Board for approval and subsequent inclusion in the IRRT Procedures Manual.

##### Section 2. Ad Hoc Committees

Ad hoc committees for the performance of a particular assignment may be authorized by the IRRT chair, by the Executive Board or by the membership. No ad hoc committee may be continued for more than two years, without reauthorization.



## Article XI: Amendments

### Section 1. Proposals

Amendments to these Bylaws may be proposed in writing by the Executive Board, an ad hoc committee appointed for the purpose, or any five members of the Round Table. Proposals originating with groups of members shall be filed with the secretary/treasurer at least three months before the next executive meeting.

### Section 2. Notice

A copy of any proposed amendment and the recommendation of the Executive Board shall be distributed to each member at least thirty days before it is to be voted upon, unless the proposal was reported at a preceding annual membership meeting.

### Section 3. Vote

Two-thirds of the members present and voting at an annual membership meeting shall carry a proposed amendment. In the case of a referendum distributed to members, two-thirds of the votes cast shall carry a proposed amendment.

## Article XII: Previous Notice

Publication of notices in an issue of *International Leads* or *American Libraries* appearing within the required period of time fulfills the requirements of notice to members.

## Article XIII: General Provisions

Wherever these Bylaws make no specific provisions, the organization of, and procedures in, the Round Table shall correspond to those set forth in the Constitution and Bylaws of ALA and shall be decided by the parliamentary authority adopted by ALA.