

**CONSTITUTION AND BY-LAWS**  
**OF THE**  
**NEW MEXICO MUNICIPAL LIBRARIANS ASSOCIATION**

**ARTICLE I. - NAME**

The name of this organization shall be the New Mexico Municipal Librarians Association.

**ARTICLE II. - DEFINITION**

The New Mexico Municipal Librarians Association so created shall be, and here by is, a subdivision of the New Mexico Municipal League with headquarters in the City of Santa Fe, Santa Fe County, in the State of New Mexico.

**ARTICLE III. - OBJECT**

The purpose of this association shall be to aid in the improvement of municipal libraries and further develop the skills and knowledge of librarians in the State of New Mexico.

**ARTICLE IV. - OFFICERS**

The officers of this association shall be a president, a vice-president, and a secretary-treasurer. The secretary-treasurer shall be the executive director of the New Mexico Municipal League. The term of office will be two years, or until successors are elected. If the president or vice-president resigns, the resulting vacancy shall be filled by the immediate past president until the annual meeting.

**ARTICLE V. - EXECUTIVE COMMITTEE**

The executive committee shall consist of the president, the vice-president, the secretary-treasurer, and the immediate past president, who shall serve on the executive committee for one year after retirement as president of the association.

**ARTICLE VI. - COMMITTEES**

The president shall appoint, with the approval of the Executive Committee, such committees as the majority of said Executive Committee may deem advisable.

**ARTICLE VII. - ELECTIONS**

**SECTION 1:** At each meeting as terms expire, members of the association present shall elect a president, and a vice-president. Any candidate receiving a majority of all votes cast for any office shall be declared elected.

**SECTION 2:** The President, vice-president, and immediate past president shall act as the nominating committee.

**SECTION 3:** At the time the nominating committee makes the nomination for each elective office, additional nominations shall be permitted from the floor.

**SECTION 4:** A person who has served the association as an officer shall not be eligible for re-election to the same office in the association to succeed himself/herself, provided, however, that this section does not affect the office of secretary-treasurer who shall always be the executive director of the New Mexico Municipal League.

**SECTION 5:** The officers elected at the annual meeting shall take office at the conclusion of the annual business meeting of the New Mexico Municipal League.

### **ARTICLE VIII. - MEMBERSHIP**

**SECTION 1:** The members of this Association shall consist of persons who are municipal librarians, assistant municipal librarians, or other librarians and staff employed by municipal libraries. Membership will also be extended to retired members of the Municipal Librarians Association. It shall be the duty of the president to invite each person to exercise his/her right to such membership.

**SECTION 2:** Any member may resign his/her membership by a written notice of his/her desire to do so to the secretary-treasurer, after which his/her resignation shall be accepted.

### **ARTICLE IX. MEMBERSHIP FEE**

**SECTION 1:** The annual membership fee for each individual for services provided by the association shall be \$50.00. Membership includes all librarians and staff employed by that municipal library. The annual membership fee for retired members of the Municipal Librarians Association shall be \$35.00.

**SECTION 2:** Any member whose fees are in arrears for a period of six months shall be suspended from membership and notified by the secretary-treasurer in writing of suspension until full payment is made.

### **ARTICLE X. MEETINGS**

Meetings of this association shall be held at least annually. One meeting shall be held during the annual conference of the New Mexico Municipal League. Other meetings can be held at a time and place as determined by the executive committee. Notice of the time and place of the annual meeting shall be sent by the secretary-treasurer to all members not less than thirty days in advance of the meeting date.

### **ARTICLE XI. AMENDMENTS**

This constitution may be amended or repealed by a two-thirds' vote of the members of the association present at an annual meeting.

**ADOPTION:** This constitution shall be in full force and effect from and after its approval by a two-thirds' majority of members present at the annual meeting effecting its adoption.

## BY-LAWS

### ARTICLE I

The Duties of the officers of this association shall be such as by general usage are indicated by the title of office. The president shall appoint such committees as may be necessary. The executive committee shall supervise and control the affairs of the association when the association meetings are not in session.

### ARTICLE II

The secretary-treasurer shall transact the necessary financial business of the association and keep a complete record of all transactions which shall be submitted for auditing at an annual meeting of the association. He/she may give bond in such form and amount as may be determined by the executive committee. The bond shall be paid for by the New Mexico Municipal League. He/she shall keep a record of the minutes of all meetings, give proper notice of meetings to the membership and perform such other duties as may be delegated to him by the executive committee.

### ARTICLE III

At the annual meetings of the association, the order of business shall be as follows, but may be suspended by a majority vote of members present: (1) Roll call; (2) Reading of the minutes; (3) Communications; (4) Report of the secretary-treasurer; (5) Report of the executive committee; (6) Reports of the committees; (7) Appointment of committees; (8) Election of officers; (9) Unfinished business; (10) New business; (11) Adjournment.

### ARTICLE IV

The fiscal year shall date from July 1 to June 30. Dues and subscriptions shall be payable annually in advance of July 1.

### ARTICLE V

These By-Laws may be amended by a two-thirds' majority vote of the members present at the annual meeting.

Amended by the New Mexico Municipal Librarians Association on August 28, 2002.  
Approved by the New Mexico Municipal League Board of Directors on October 5, 2002.

Amended by the New Mexico Municipal Librarians Association on September 1, 2004.  
Approved by the New Mexico Municipal League Board of Directors on October 2, 2004.

Amended by the New Mexico Municipal Librarians Association on August 31, 2005.  
Approved by the New Mexico Municipal League Board of Directors on October 1, 2005.

Amended by the New Mexico Municipal Librarians Association on August 27, 2014.  
Approved by the New Mexico Municipal League Board of Directors on October 4, 2014.

Amended by the New Mexico Municipal Librarians Association on August 31, 2016.  
Approved by the New Mexico Municipal League Board of Directors on October 1, 2016.