

## **History and Organization**

Formation of the Genealogy and Local History Interest Group was approved by the Executive Board February 12, 2016, based on a petition from Angela Stanley passed through Emily Thornton, chair of the Interest Group Council.

The purpose of the Interest Group is to exchange ideas and information about the use and accessibility of library genealogy, local history, and archival materials. Specific interests include the management of digitization projects and born-digital collections, collections management and preservation, reference and research services, archival processing, programming, and project grant funding.

Genealogy and Local History Interest Group Constitution and Bylaws adopted October 7, 2016.

## **Constitution**

### **ARTICLE I. Name**

The name of this organization shall be Genealogy and Local History Interest Group, Georgia Library Association.

### **ARTICLE II. Objective**

The object of this organization shall be to exchange ideas and information about the use and accessibility of library genealogy, local history, and archival materials. To this end, the Interest Group has the following specific objectives:

1. To provide a forum for the discussion of activities and issues related to genealogy and local history in a library setting
2. To represent the Georgia Library Association in matters pertaining to genealogy and local history research, services, and collections development in libraries
3. To develop a continuing education program for library personnel, governing boards, and the general public to inform them about the issues of pertinent to genealogy and local history collections, and to suggest practical solutions to problems that might arise in the care and curation of these collections

### **ARTICLE III. Relationship to Georgia Library Association**

This Interest Group is organized as a unit of the Georgia Library Association under the constitution and bylaws of that Association. Its constitution and bylaws are binding upon this Interest Group insofar as they relate to Interest Groups of the Georgia Library Association.

### **ARTICLE III. Membership**

Members of the Georgia Library Association interested in genealogy and local history may become members of this Interest Group by attending the annual meetings and/or by reporting

their interest to the GLA Administrative Services Coordinator on their GLA membership application.

#### ARTICLE IV. Officers

##### Section 1.

The officers of this organization shall be a Chair, a Vice-Chair/Chair-Elect, and a Secretary-Treasurer. These officers constitute the executive committee. These officers shall be elected at a regular meeting and shall hold office for one year or until their successors are elected. In order to be nominated to an elected office, those who propose to become elected officers must agree to make every effort to attend and to agree to begin planning for the Midwinter Meeting and Georgia COMO for the following year, and in the case of the Vice Chair/ Chair Elect, to make every effort to be available to perform responsibilities of the Chair in the absence of the Chair for the first year and to be fully available for the duties of the Chair in the following year.

##### Section 2.

Officers shall perform all duties usually attached to these offices. The duties of the officers shall be as follows:

Chair: The duties for the Chair include presiding at all meetings, such as the GLA Midwinter Meeting and the meeting of Genealogy and Local History Interest Group at the annual Georgia COMO Conference, authorizing committees as needed, and representing the interest of Genealogy and Local History Interest Group with the Interest Group Council.

Vice-Chair: The duties for the Vice-Chair/Chair-Elect include presiding in the absence of the Chair and other duties assigned by the Chair to represent the interests of Genealogy and Local History Interest Group.

Secretary/Treasurer: The duties for the Secretary/Treasurer include recording and disseminating the minutes of all meetings, such as and including sending the minutes to the GLA Webmaster to post to the Genealogy and Local History Interest Group Webpage on the GLA site.

#### ARTICLE V. Committees

##### Section 1.

A nominating committee consisting of three members shall be selected prior to the meeting at which elections will be held and shall be charged with the responsibility of presenting a slate of officers for the consideration of the membership at a regular meeting.

Section 2.

Other committees of the Genealogy and Local History Interest Group shall be authorized by a majority vote of those members attending the regular meeting or at the will of the Interest Group Chair.

Section 3.

The Chair of the Genealogy and Local History Interest Group shall appoint the committee chair. The committee chair may, with the approval of the Interest Group Chair, appoint members of their committees.

ARTICLE VI. Meetings

Section 1.

Regular meetings shall be held in conjunction with the conference of the Georgia Library Association unless otherwise ordered by the membership.

Section 2.

All or part of one meeting held during the conference of the Georgia Library Association shall be devoted to the transaction of business and shall include the election of officers.

Section 3.

Robert's Rules of Order, the latest edition, shall govern the procedures of decorum and debate.

Section 4.

All meetings, including those of the executive committee and all committees, shall be open.

ARTICLE VII. Amendment to the Bylaws

Section 1.

These bylaws may be amended at any regular meeting of the Genealogy and Local History Interest Group by a two-thirds vote of those present, provided such notice was given at least 30 days prior to the announcement of the meeting.

Section 2.

Bylaws may be adopted, amended or repealed by a majority vote of the members voting at any meeting at which a quorum is present.

## **Bylaws**

### ARTICLE I. Nominations

#### Section 1.

A nominating committee of not less than three members of the group shall present a slate of candidates for elective office at the annual business/election meeting held at the COMO conference. Nominations from the floor shall be in order.

#### Section 2.

The voting shall be by online ballot unless the office is uncontested. A majority vote constitutes an election.

### ARTICLE II. Quorum

#### Section 1.

A majority of the executive committee constitutes a quorum at executive committee meetings.

#### Section 2.

A quorum consists of the membership of the Interest Group present.

### ARTICLE III. Membership

The chair or secretary shall keep a roster of group member, derived from current information in the GLA membership database.

### ARTICLE IV. Committees

The chair shall appoint such committees as are necessary to transact the business and execute the program of this Interest Group.