

TEXAS LIBRARY ASSOCIATION
District 6
Operating Procedures

SECTION I – NAME

The name of this organization shall be District 6 of the Texas Library Association (TLA).

SECTION II – OBJECTIVES

The objective of District 6 shall be to promote library service in Texas as well as in the District and to promote and support the programs of TLA by means of planned programs in the district.

SECTION III – MEMBERSHIP

Any member of the Texas Library Association may select membership in District 6. Officers must be current members of TLA.

SECTION IV – ADMINISTRATION

A. Officers

1. The officers of District 6 shall be the Chair, Chair-Elect, Past Chair, Secretary-Treasurer, Councilor and Alternate Councilor.
2. Officers shall assume office immediately following the TLA Annual Conference and shall serve a term of one year or until a successor is elected. The Councilor and Alternate Councilor serve for three years or until a successor is elected.
3. The Chair of District 6 shall preside at District meetings, appoint all committees and chairs except for the Nominating Committee, and direct the work of the District. The Chair-Elect shall act as an aide and alternate for the Chair, performing the duties of the Chair in the absence of that officer. The Secretary-Treasurer records minutes, maintains financial records, and deposits District funds in the TLA office. The Councilor shall represent the District on the TLA Council.

B. Elections

1. A Nominating Committee appointed by District 6 Executive Committee with the exception of the Chair shall present a slate of candidates for all offices.
2. Officers shall be elected by electronic ballot to coincide with the TLA general elections. The Councilor candidate with the highest number of votes shall be elected Councilor. The

candidate with the second highest number of votes shall become the Alternate Councilor. Write-in candidates will be accepted for all offices.

3. In case of a tie vote, the winner shall be determined by lot.

C. Executive Committee

1. The elected officers shall constitute the Executive Committee and shall administer the business of the unit when it is not in session.

2. The Executive Committee shall meet at the TLA Annual Conference. Other meetings shall be held as deemed necessary by the Chair or a majority of the Executive Committee.

D. Vacancies

1. If a vacancy occurs in the office of Chair, the Chair-elect shall become Chair for the remainder of that term and shall also serve the term to which the Chair-elect had been elected.

2. If a vacancy occurs in the office of Councilor, the Alternate Councilor shall become Councilor for the remainder of the term.

3. If a vacancy occurs in any of the other elected offices, the Chair, with the approval of the Executive Committee, shall fill the vacancy by appointment until the next general election.

4. If a vacancy occurs in both the Chair/Chair-elect positions, the President of the Texas Library Association shall appoint a new Chair, who shall proceed as outlined above.

SECTION V – MEETINGS

Regular meetings shall be held annually in the fall. A registration fee in the amount agreed upon by the officers of the

District may be charged to defray the cost. Programs should reflect the current interests and concerns of TLA as well as

the special interests of District 6. Members present shall constitute a quorum. A meeting will also be held at the TLA

Annual Conference.

SECTION VI – COMMITTEES

Committees may be created as needed by the Executive Committee or the Chair. The Chair shall appoint the members

and designate the chair of each committee except the Nominating Committee. The committees shall serve until their

charges have been completed and reports have been accepted or until such time as the Executive Committee designates.

SECTION VII – PARLIAMENTARY AUTHORITY

The rules of procedure as stated in the current edition of Robert's Rules of Order, Newly Revised shall govern this unit in all cases in which they are applicable and in which they are not inconsistent with the Bylaws and Standing Rules of TLA.

SECTION VIII – AMENDMENTS TO THE OPERATING PROCEDURES

Operating Procedures may be adopted or amended at any general membership meeting of the unit by a majority vote of the members present and voting, provided 30 days notice has been previously given and such changes are consistent with the Bylaws and Standing Rules of TLA.