

Connecticut Black Caucus of the American Library Association

Mission:

The Connecticut Black Caucus of the American Library Association, established officially January 1999 as a statewide organization. The organization serves as a Connecticut chapter of the national Black Caucus of the American Library Association. The Connecticut chapter of B.C.A.L.A. serves as an advocate for the development, promotion, and improvement of library services and resources to the state's African American community; and provides leadership for the recruitment, network, professional development, mentoring of Librarians, Para-professionals. The organization also serves as an official organization for the advancement and mentoring and resource sharing of both its members and those interested in the profession on any level. We also strive to provide and promote access to African American resources within the realm of our role in the profession collectively and in our individual organizations.

Purposes:

- To share information about African American librarians and Para-professionals in promoting a wider participation at all levels of the professions and the Association.
- To Support and promote efforts to achieve meaningful communication and equitable representation in state associations.
- To Facilitate library service which will meet the information needs of people of color.
- To encourage the development of authoritative information resources about people of color and the dissemination of this information to the larger community.
- To serve as a source of network, e.g. the sharing of information between Librarians and Para-professionals throughout the state of Connecticut.
- To serve as a source of recruitment for qualified African Americans interested in becoming Librarians and Para-professionals in the profession.
- To open up channels of communication to and through Black Librarians and Para-professionals statewide.

Article I. Name

This organization shall be known as the Connecticut Chapter of the Black Caucus of the American Library Association.

Article II. Purpose

1. **The Connecticut** chapter of B.C.A.L.A. is organized **exclusively** to promote the development of library and information services for **African Americans** and other people **of African American descent**.
2. **To Serve as a means** for Black Librarians and **Para-professionals** in promotion of a wider participation **by both in all levels of the profession**.
3. **To Support** and promote efforts to achieve **meaningful communication** and equitable representation, through this state **organization between Librarians and Para-professionals**.
4. **To encourage the development** of authoritative information resources about **Black people** and **the dissemination** of this **information** to the **larger community**.
5. **To open up channels** of **communication** to **and through** Black Librarians and **Para-professionals**.

Article III

Membership:

- Section 1. Membership in the **Connecticut chapter** of B.C.A.L.A. shall be open to any **person** interested in library **services** who is **willing** to maintain good standing with the national organization,
- Section 2. It **shall be the policy** of the Connecticut **B.C.A.L.A.**, to encourage **its** members to become **members of A.L.A.**
- Section 3. Persons from other **nationalities** may become members upon payment of the annual **membership** fee to **the national chapter**.

Article IV

Officers and Their Election:

- Section 1. The officers of **this** organization shall be President, Vice **President/President Elect**, Recording Secretary, **Treasurer**.
- Section 2. **The officers shall** be elected by **secret ballot** of membership by two-thirds vote by either members **being** present at meetings in which votes are taken **or by email or postal ballots** if the: member or members are **unable** to be **present** at a vote, **This will be determined in detail** as to the logistics and **legal ramifications** at a later date by the executive board and **officers**.
- Section 3. **There** shall be an **Executive** Board, elected by the membership, **whose** duties shall be to **assist** the President in policy making decisions affecting the organization **and** to act **on** behalf of the **organization** **i n** between scheduled meetings.

Article V.

Meetings:

Meetings of the Connecticut Black Caucus of the American Library Association **Shall be held quarterly or frequency to be determined** by the Executive **board** and officers.

Article VI.

Amendments:

The **Constitution of** this **organization** may be amended by two-thirds vote of the members responding **in a postal mail or e-mail ballot**, and shall become effective when ratified by **two-thirds of those** members present and voting **at a membership** meeting.

Article VII

Duties of Officers and the Executive Board

Section 1, Duties Of the Executive Board:

The Executive board shall work together to carry out the objectives of the Connecticut BCALA. The Board shall meet regularly to plan, promote, review, and evaluate activities of the Chapter, its sections and discussion groups. The Board shall both solicit and receive suggestions for activities from members of the Connecticut BCALA members, and shall act on requests for events sponsored by any Connecticut BCALA unit when feasible. It shall conduct all business pertaining to the chapter, and have authority to make decisions for the chapter during periods between chapter meetings. The Executive Board shall also have authority to appoint interim elected officers in the event of an unexpected vacancy. Upon a new Executive Board being appointed, the preceding Executive Board shall transfer past records to the succeeding Board within 60 days.

Section 2, Duties of the President:

The President of the Connecticut BCALA shall be the official spokesperson for the chapter; shall be the chairperson of the Executive Board; shall have authority to appoint standing and, as appropriate, ad hoc committees; shall prepare an annual report of Connecticut BCALA, to include activities, chapter membership and records to be forwarded to the national organization of the Black Caucus of American Library Association and the American Library Association headquarters; and shall undertake those other duties customarily associated with the position of President.

Section 3, Duties of the Vice President/President Elect:

The Vice President/President Elect shall serve in the absence of the President; shall coordinate the activities of the Connecticut chapter of BCALA and its sections, its committees, and its discussion groups; Be responsible for performing all duties of the President in the absence or disability of that officer, and performing such duties as provided elsewhere in the Bylaws. Represent the President, when requested, in the affairs of the Black Caucus, Shall serve as chairperson of the Program committee, Shall transfer past records to the designated repository and his/her records to the succeeding vice-chairperson within 60 days after leaving office, Shall undertake other duties customarily associated with the post of Vice President/President-Elect.

- A. **The Recording Secretary** shall prepare and distribute minutes of the **Executive** board **meetings** and **general membership** meetings,
- B. Responsible for **maintaining** records of other **Connecticut Black Caucus business**.
- C. **Shall** be responsible for the maintenance of chapter records;
- D. Shall assist the President and Officers in **carrying out their duties**;
- E. Shall keep an **official copy** of the **Constitution** and Bylaws and other official documents (**non-financial**) of the Connecticut **Black Caucus** of the American **Library** Association;
- F. **Shall** send **notices** of **meetings** and copies of the minutes **to** the appropriate persons and ballots as required to the total membership.
- G. Shall assist the President and Vice-President, when requested, in their duties ,
- H. Prepare a list of **names**, addresses, telephone, **and** other **numbers** of all **officers**, **Executive** Board members, **and Committee** Chairs for **forwarding** to the **National** Chapter and **as** needed by the **national** chapter for **Midwinter** and **Annual** meetings,
- I. Shall give **continuity** and coordination to the chapter's efforts, and shall undertake those other duties customarily associated with **the post** of Recording Secretary.
- J. Shall transfer past records to the succeeding Recording Secretary within 60 days after leaving **office**.

Section 5, Duties of the Treasurer:

- The Treasurer shall handle the **financial matters** of the Chapter.
- Shall prepare an annual **Treasurer's Report for inclusion** in Chapter records.
- **Shall assist** the President **and other officers** in **carrying out their duties**.
- **Shall undertake those** other duties **customarily associated** with the **post of Treasurer**.
- Shall prepare and send updated membership mailing **lists** to the Secretary.
- Shall transfer past records to the designated person and his/her records to the succeeding **treasurer** within **60** days after leaving **office**.

Article VIII

Vacancies of **Offices**:

In case of vacancies the candidate to **serve shall** be selected by the Executive **Board**.

All candidates for **office must**:

- **Be members** in good standing with the national
- submit either **orally or** written, a **confirmation of** a willingness to **serve** (this can be determined at a later date as to the contents of the **confirmation**).

Note: **This** Constitution and **Bylaws** are subject to amendment **as** previously stated in this document.