

ABLD Academic Business Library Directors

By-Laws

Article I Name

Academic Business Library Directors

The name of this organization is the Academic Business Library Directors, hereinafter called ABLD.

Article II Mission

ABLD is a working group of library directors at the top business schools in the United States and Canada. Through annual meetings and active email list participation, the organization fosters collaboration, networks globally, and shares best practices. This group of leaders works constantly to stay ahead of the curve in the academic business field and to share its deep knowledge and experience with the premier institutions to which its members belong. ABLD is committed to its vital role in the education of the business leaders of tomorrow.

ABLD contributes to the success of its members' business schools by:

- delivering strategic initiatives that produce excellence
- developing our facilities to reflect new trends in learning styles, information services and management education
- influencing product and service development
- leveraging the power of its member institutions for the benefit of management education

ABLD contributes to the profession by:

- inspiring qualified librarians to pursue careers as business information professionals
- mentoring the next generation of directors to assume their rightful role in the wake of organizational change
- promoting library services and professionals at our institutions
- networking with other international groups of academic business library directors

Article III Membership

ABLD has one category of membership. Individual membership is based on organization affiliation and may not be transferred to another institution or individual.

Applicants shall petition the board for membership when:

- a) their business school is not represented in ABLD and they wish to join
- b) they wish to succeed a former ABLD member as library director
- c) they move to another business school

Membership is limited to library directors at institutions that meet the membership criteria below, and shall consist of library directors whose application for membership has been approved by the membership in a vote.

Membership is capped at 50 members.

ABLD Academic Business Library Directors

1. Membership is open to directors of business school libraries in the United States or Canada that serve accredited and ranked MBA programs.
2. The library director/manager must be a permanent employee of the library's parent institution.
3. Each member is required to actively participate in the work of the group, and attend at least one annual meeting every three years. Participation includes completing the annual member survey and providing an annual Year in Review report.

Admission will also be based on a combination of the following criteria:

1. Rankings of business programs by the Financial Times, Business Week, US News & World Report, Wall Street Journal, etc.
2. Administrative oversight including
 - a. Collections
 - b. Budget
 - c. Personnel
 - d. Facility
3. Programs served
4. History of the institution with ABLD
5. Value that membership will bring the new director
6. Value that the new member will bring to ABLD

Members lose membership status when they:

1. Move to another institution
2. Fail to attend the annual domestic meeting for three consecutive years. (In this case, extenuating or special circumstances may be taken into consideration by the Board.)
3. Fail to participate in the annual survey and year in review report.

Article IV Membership Applications and Vote

Applicants will be asked to address the membership criteria in their applications. Applications will be reviewed by the by the Board of Directors, which will screen and present appropriate applications to the general membership for a vote.

The Board may appoint, or an applicant may identify, an ABLD member who acts as sponsor for the applicant.

Based on the initial screening and the board members' assessment, the Board will forward the applications to the membership for a vote. This vote should occur within 30 days after the applications have been forwarded to the membership.

A simple majority is required to admit a new director.

The vote is conducted by the Chair, who tallies the results and announces them to the applicant and the membership.

In the event that there are more applicants than open membership positions, the applicants receiving the highest number of votes cast shall be declared members.

ABLD Academic Business Library Directors

The Board may invite applicants who are in the process of applying for membership to attend the Annual Meeting.

Article V Board of Directors

Responsibility for governance is held by a six-member Board consisting of:

1. Chair (one-year term; elected by members)
2. Chair Elect/Recording Secretary (one-year term; elected by members)
3. Past Chair (one-year term)
4. Vendor Relations Liaison (three-year term; elected by members)
5. Host for upcoming meeting (appointed by Board)
6. Host for most recent meeting (appointed by Board)

The Chair, Chair Elect/Recording Secretary and Vendor Relations Liaison are elected at the Annual Business Meeting.

Responsibilities of Board Members

All Board Members

1. Assess membership applications and indicate assessment to Chair and Board
2. Assist host with annual meeting planning
3. Constitute nominating committee for board positions
4. Propose changes to ABLD Charter as needed

Chair

1. Guide and direct the association in its policy-making and management functions
2. Conduct annual business meeting
3. Liaise with other groups such as European Business Schools Librarians' Group, Asia Pacific Business School Librarians' Group, etc.
4. Co-ordinate Board review of membership applications
5. Manage membership applications vote – present applications to membership, manage voting process, and communicate results to membership and applicants

Chair-Elect/ Recording Secretary

1. Serve as Chair in the absence of the Chair
2. Record minutes of Annual Business Meeting
3. Serve as program chair for annual meeting in coordination with the meeting host

Vendor Relations Liaison

1. Represent issues and concerns of membership to vendors
2. Co-ordinate vendor participation at annual meetings in co-operation with meeting host and Chair-Elect
3. Participate in planning vendor-related programs at annual meeting in co-operation with meeting host and program chair

Article VI Meetings

Annual meetings are held at a member's institution, which is usually determined by a voluntary invitation during the Annual Meeting. Ideally two or three locations are identified in advance, giving the hosts and members time to plan. Meetings are generally in March, April or May.

The host and Program Chair (who is the Chair-Elect/Recording Secretary) determine the meeting agenda in consultation with the membership. The host is responsible for local arrangements. Members may volunteer to participate in the program, may be asked to present papers, serve on panels, demonstrate new technology, etc.

Registration fees are kept to a minimum, and cover mailing, food and incidental costs where possible.

The Annual Business Meeting is held each year, often on the last day of the meeting. During the Business Meeting, new board members are elected, the next meeting site(s) are selected, and the board reports on membership decisions and other business.

Attendance

Members are expected to attend at least one meeting out of every three. Members may designate an appropriate alternate representative from their institutions if unable to attend. The host may invite guests depending on expected attendance and facilities. These guests could include librarians from the host or nearby institutions. Guests may attend program sessions but not the business meeting. At the Board's discretion, interim directors, or directors in the applications process may be invited.

Article VII Nominations and Elections

In January, the Board shall solicit nominations for positions to be filled from all members of the Association. Nominations should be finalized at least sixty days prior to the expiration of appropriate terms of office on the Board.

The election is held during the Annual Business Meeting. Only members present may vote.

If there is a single candidate for a Board position, a simple show of hands indicating a majority is permissible. If there is more than one candidate for a position, a candidate slate and ballot should be circulated at the meeting.

The candidates receiving the highest majority of the votes cast shall be declared elected.

Article VIII Listserv

ABLD Academic Business Library Directors

The ABLD listserv currently resides on a server at Stanford University. Listserv membership is open to current members and applicants being considered for membership (at the Board's discretion).

Postings on the listserv are restricted to listserv members and should be kept private.

The ABLD website is hosted externally, but maintained by a member institution. The URL is <http://www.abld.org>.