

GOVERNMENT DOCUMENTS ROUNDTABLE
OF THE KANSAS LIBRARY ASSOCIATION
BY-LAWS

Article I --Statement of Purpose and Organization

- A. The name of this group shall be the Government Documents Roundtable of the Kansas Library Association (KLA). It may be referred to as KLA GODORT.

- B. The purposes of Kansas GODORT are:
 - a. to promote the education and training of library staff on international, foreign, Federal, state, and local document topics;
 - b. to advocate for improved access to government information;
 - c. to better organize politically in partnership with other stakeholder groups;
 - d. to exert more influence within KLA and other professional associations of which we are members;
 - e. to use the advantage of our diversity as a group to share our differing expertise regarding the evolving information environment; and
 - f. to promote the use of government information.

Article II -- Administrative Duties

- A. The office of record for KLA GODORT shall be the Kansas Library Association.
- B. All funds and financial records of the organization shall be held in trust by the Kansas Library Association.

Article III -- Election, Term and Roles of the Officers

- A. The officers of the Roundtable shall be a Chairperson and a Vice-Chairperson.
- B. Ballots will be distributed by electronic means that ensures confidentiality of one (1) vote per KLA GODORT member to the membership no less than thirty (30) days prior to the Annual Conference.
 - a. Write-in votes will be accepted provided the nominee has indicated a willingness to serve if elected.
 - b. A majority of votes cast constitutes election.
- C. Officers shall serve a term that coincides with the term of office of the newly elected executive officers of the Kansas Library Association.
- D. The Chairperson shall preside at all meetings and be responsible for fulfilling the purposes of the Roundtable. This person shall serve as an ex-

officio member of all Committees (except the Nominating Committee), and represent the Roundtable on the Kansas Library Association Council.

- E. The Vice-Chairperson shall preside in the absence of the Chairperson and assist the Chairperson by the execution of delegated duties. This person shall be responsible for recording, maintaining and reporting the minutes of all membership meetings. The Vice-Chairperson shall obtain and submit a financial statement and membership report at each meeting of the Roundtable. At the end of the term, this person shall submit the meeting minutes and bylaw changes from the previous year to the KLA Historian. The Vice-Chairperson becomes the Chairperson the following year.

Article IV – Committees

- A. The Nominating Committee shall have three members including the past-Chairperson as well as two other members selected by the presiding Chairperson. The immediate past-Chairperson shall serve as Coordinator for the Committee. The Committee shall nominate at least one member for each vacancy including the names of any volunteers. All nominees must agree to serve before their names are placed in nomination.
- B. Ad Hoc Committees and/or Task Forces may be created or abolished as needed by the Roundtable Chairperson.
- C. The Chairperson of each Committee and/or Task Force shall be a member of KLA GODORT.
- D. Each Committee or Task Force may meet or confer at least once a year.

Article V – Meetings

- A. The Chair is responsible for organizing at least three meetings during his/her term.
- B. One meeting will coincide with the Annual Conference of the Kansas Library Association.
- C. Meeting locations of the other meetings during a year will rotate among the Roundtable membership on a volunteer basis or be held virtually.
- D. Special meetings may be called by the Chairperson or by written request of thirty percent (30%) of the membership.
- E. Due notice of each meeting shall be given to all members.

Article VI – Quorum

- A. The members present at a meeting shall constitute quorum.

Article VII -- Membership Year and Dues

- A. Membership shall consist of any personal members of KLA who are interested in the purposes of this Roundtable and pay its annual dues. Such individuals acquire the right to vote and hold office.
- B. The membership year shall be the same as that for KLA.

C. Dues shall be established or revised at the Annual Meeting.

Article VIII -- Parliamentary Procedure

A. The latest edition of "Robert's Rules of Order" shall serve as the basic guide for the conduct of meetings.

Article IX -- Amendment of By-Laws

A. By-law changes shall be voted upon on the same ballot as used for the election of officers in Article III Section B.

B. Proposed By-law changes must be presented for discussion and approval to be included on the ballot at the meeting prior to the deadline for the ballot.

C. The By-laws shall be amended at the conclusion of the next Annual Conference of the Kansas Library Association if a majority of the ballots are marked in the affirmative.

Approved 22 March 1995, Topeka, KS

Amended 30 March 2005, Overland Park, KS

Amended 02 April 2009, Wichita, KS

Amended 08 April 2011, Topeka, KS

Amended 11 October 2013, Topeka, KS

Amended 2 October 2015, Kansas City, MO