**Chapter Name Constitution**

**Dated** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name:**

The name of this association shall be the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(the Chapter) of the British Columbia Teacher-Librarians’ Association (BCTLA)

and will include the geographic areas of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Objectives:**

The objectives of this association shall be

1. To promote and encourage the use and attainment of professional standards in \_\_\_\_\_\_chapter school district\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ school libraries.
2. To improve learning and working conditions in school libraries.
3. To further the aims and objectives of the BCTLA at the local level in cooperation with the local organizations of the British Columbia Teachers’ Federation (BCTF) and other bodies.

**Bylaws:**

**Article 1: Membership**

Membership shall be open to any member of the local teachers’ union and the BCTLA, and at the discretion of the chapter, any other professional librarians, teachers, or district library-related personnel.

**Article 2: Fees**

Membership fees shall be established by resolution state a month or meeting.

**Article 3: Officers**

The officers of the chapter shall be:

President

Treasurer

Chapter Councillor

(add all you want and you can include their duties)

**Article 4: Committees**

Any committees shall be appointed at a chapter meeting at the instigation of the membership.

**Article 5: Meetings**

1. Chapter meetings shall be called by the Chapter President at least \_\_\_\_\_\_\_ times per year.
2. The Annual General Meeting shall be held in \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Article 6: Voting**

1. All voting on motions at meetings shall be by show of hands except when a ballot is demanded by at least \_\_\_\_\_\_\_\_\_\_\_ of the active members present.
2. \_\_\_\_\_\_\_\_\_\_\_\_ members shall constitute a quorum at meetings.

**Article 7: Nominations and elections**

1. The nomination and election of chapter officers shall take place at the general meeting in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
2. The officers of the chapter shall be elected for a term of \_\_\_\_\_\_\_\_ year.
3. All persons elected to an executive position shall be members in good standing of the Chapter, the BCTLA, and the Local Union.

**Article 8: Procedure for amendments to the Constitution**

1. The Constitution may be amended or revised by \_\_\_\_\_ majority at any regular meeting of the chapters, provided at least time period written notice of motion has been circulated to the membership.
2. Amendments to or revisions of the Constitution become effective only after approval has been received by the BCTLA.

**Article 9: - Filing**

1. A copy of the Chapter Constitution shall be filed with the BCTLA to be hosted on the BCTLA website for archival purposes.