

## **SCHOOL LIBRARY ASSOCIATION Republic of Ireland Branch**

### **Branch Constitution**

#### **1. NAME**

This Branch shall be called "School Library Association - Republic of Ireland Branch" (SLARI).

#### **2. AREA**

**2.1** The area covered by the Branch shall be as follows: Republic of Ireland.

**2.2** All members of the Association, whether personal or corporate, within this area shall be members of the Branch unless they give notice in writing to the Executive Secretary of the Association that they wish to be members of another Branch. Similarly, members outside the area of this Branch may express in writing to the Executive Secretary of the Association their wish to be members of this Branch.

Chief

#### **3. POLICY**

**3.1** The policy of the Branch shall be that of the Association.

**3.2** In pursuance of this policy, the particular aims of this Branch in relation to the situation in the Republic of Ireland shall be as follows:

- (a) To provide support, information and a forum for debate to all those working in school libraries, including teachers, librarians and parents
- (b) To work at national level towards the statutory provision, supported by realistic and ongoing funding, of a comprehensive school library service at both primary and post-primary level

#### **4. ANNUAL GENERAL MEETING**

**4.1** The Annual General Meeting of the Branch shall be held in the second term each year.

**4.2** The Honorary Secretary of the Branch shall give not less than twenty-one days notice of the meeting.

**4.3** The agenda of the A.G.M. shall include:

- (a) Presentation of reports by retiring officers
- (b) Presentation of the balance sheet and accounts
- (c) Election of Officers and Committee members for the following year
- (d) Appointment of the Honorary Auditor

**4.4** Other items to be placed on the agenda shall reach the Hon. Secretary no later than seven days before the date of the A.G.M.

**4.5** The quorum for business at the Annual General Meeting shall be ten members.

## **5. SPECIAL GENERAL MEETING**

**5.1** A Special General Meeting may be summoned either –

- (a) by the Committee of the Branch, or
- (b) at the request of five members of the Branch

**5.2** The Hon. Secretary of the Branch shall give not less than twenty-one days notice of the meeting. The quorum for business at a Special General Meeting shall be ten members.

## **6. OFFICERS AND COMMITTEE**

**6.1** All the officers of the Branch and the members of the Committee, whether elected or co-opted, shall be either personal members of the Association or accredited representatives of corporate members.

**6.2** The officers shall include Chairperson, Honorary Secretary, Honorary Treasurer, and any other positions deemed necessary.

**6.3** The Chairperson, Secretary and Treasurer shall be elected at the Annual General Meeting and shall hold office until the next A.G.M.

**6.4** Officers shall be eligible for re-election, subject to the provision that no member shall hold the office of Chairperson for more than three consecutive years.

**6.5** The Committee shall consist of the elected officers, together with no fewer than five and no more than twelve other elected members.

**6.6** The Committee shall have the power to co-opt not more than three additional members.

**6.7** Members of the Committee shall serve for a year and shall be eligible for re-election.

**6.8** The Committee shall meet at least six times per year.

**6.9** A quorum for Committee meetings shall be five members

## **7. FINANCE**

**7.1** All funds held by the Branch shall be the property of the Association.

**7.2** An audited statement of accounts in standard form shall be sent to the Executive ~~Secretary~~<sup>Chief</sup> or the Honorary Treasurer of the Association not later than 31<sup>st</sup> May each year, this statement covering the financial year ending the previous 31<sup>st</sup> March or any other date decided by the Committee of the Association.

**7.3** The Honorary Branch Treasurer may open and operate accounts with financial institutions as may be required. Two signatories from among the officers, as may be arranged with the financial institutions concerned, shall be required to sign cheques on behalf of the Branch.

**7.4** A claim for payment of rebates shall be sent to the Chief Executive or Hon. Treasurer of the Association before the end of February each year or any other date decided by the Committee of the Association. With this claim shall be sent the date of the last Annual General Meeting of the Branch and the names of the officers of the Branch.

## **8. AMENDMENTS TO THE CONSTITUTION**

Any amendment to the Branch Constitution shall be valid only if:

- (a) it has been passed by two-thirds of the members present at the Annual General Meeting or at a Special General Meeting, and,
- (b) it has been submitted to and approved by the Committee of the Association.

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