AALL Bylaws & Resolution Committee
2014-2015 Annual Report

One of the first things the Committee established was a timeline of two-weeks for it to review and get back to the entity. Once the Chair received the draft bylaws, the sender would receive a response stating a date as to when the review would be completed. The Committee members would be able to schedule when they could review the bylaws and the entity, with this time-frame, would know when they will receive a response.

A Tip Sheet was created to help the various AALL entities revise or create their bylaws. It contains a list of materials that should be reviewed by the entity along with the link to AALLNET. It also indicates what must be included in the entity’s bylaws. The Tip Sheet was added to AALLNET in July before the 2014 Annual Convention. Inconsistencies between the various entity’s pages on AALLNET was also corrected by Chris Siwa. So as of July 7, 2014 all bylaws related pages were corrected.

Three major projects the Committee worked on this year:

I. Chapters complying with the laws of their individual states.

II. When in the process should SIS, Caucuses and Chapters send the Bylaws & Resolution Committee their bylaws for review? Should the Committee review these entities bylaws before it is sent to the entity’s membership?

III. Are Chapter bylaws in compliance with the AALL Bylaws? Does the bylaws contain an:
   a. Anti-Discrimination Clause
   b. Bylaws Amendment Review Clause

Issue I:
Chapters complying with the laws of their individual states – Janice E. Henderson proposed an action item motion for the Board’s July 10, 2014 meeting on this issue. It stated:

1. The Bylaws and Resolutions Committee request that the Board give their approval to direct all current chapters to review their bylaws in its entirety to make sure they are in compliance with their state laws. And that any future revision requests from current and new chapters are in compliance with their state laws.

2. So that this issue does not occur in the future, the Bylaws and Resolutions Committee is requesting that a note be placed on the Chapter Model Bylaws webpage stating that chapters must:
   - Also follow their states laws and
   - Confirm that they are in compliance before submitting a review request to the Bylaws and Resolutions Committee.

The Board decided, with the suggestion from the Association attorney, that if AALL gets involved with chapter bylaws, it would make the Association liable for the bylaws not being in compliance with the individual states. Therefore, chapters will not be required to follow state law or review their bylaws for compliance with their state laws.

Issue II:
When in the review process should the entities send their bylaws to the Bylaws & Resolution Committee?
An Action Item request was sent to the Board for the November 7-8, 2014 Board Meeting.

Board Decision: That the Executive Board strongly encourage the SISs, Caucuses, and Chapters, to submit any proposed bylaws changes to the AALL Bylaws and Resolutions Committee, for review prior to sending the revised bylaws to their members for approval, and that the entity handbooks be updated to include this recommended practice.

**Issue III:**

1. The Committee did a review of the thirty-one Chapter bylaws to see if they were in compliance with the AALL Bylaws, *Art. III. Antidiscrimination* clause. The review revealed that two of the chapters did not have an anti-discrimination clause in their bylaws and twenty-four chapters had not added ‘gender identity’ to their anti-discrimination clause. The AALL Secretary and the Committee’s Board Liaison, Katherine K. Coolidge was notified of these findings as per the AALL Bylaws require under *Article XI. Chapters. Section 5. Bylaws*. The Chair, Janice E. Henderson, wrote a report that was given to the Board on the Committee’s findings for the Spring 2015 Board Meeting. The result of the Board meeting was ‘that the AALL Secretary would notify Chapters not in compliance with the AALL bylaws and that they are required to become compliant in order to maintain AALL Chapter status’. As a result, after the Secretary contacted the Chapters in May 2015, Chapters began contacting the Committee to review their anti-discrimination clause with the required corrections.

2. The second part of the Chapter bylaws review found that twenty-six Chapters did not have a section in the bylaws that requires: 1) any bylaw amendments to be reviewed by the Bylaws & Resolutions Committee and 2) does not state those amendments should be sent to the Bylaws & Resolutions Committee before being sent to their members for a vote. If a Chapter does not require their bylaws to be reviewed by the Bylaws & Resolutions Committee, they are not in compliance with submitting amendments for review. *Art. XI. Chapters. Section 5. Bylaws* state: *The Bylaws of each Chapter, whenever adopted or amended, shall be submitted to the Bylaws and Resolutions Committee for review.* The 2015-16 Bylaws & Resolutions Committee, will have to work on rectifying this issue.

The second part reflects *Issue II* stated above. Chapters are not out of compliance if they send their amended bylaws to their members before they send them to the Committee. However, as mentioned above the AALL Board strongly recommends that the Committee reviews the amendments before it is sent to the members for their vote. It’s logical for the Committee to review the amendment in case that amendment is not in compliance with the AALL Bylaws. If that situation occurs then the Chapter’s members would have to go through a second vote for the corrected compliant amendment.

**2014-15 Reviews:**
The Committee was kept busy by reviewing the bylaws from the following SISs, Caucuses and Chapters. By September 2014 the Committee reviewed almost the same number of bylaws that were reviewed in the entire year of 2013-14. (The Committee reviewed six chapters, two special interest sections, and one caucus last year.)

**SIS:**
- Foreign, Comparative & International Law SIS (FCIL-SIS)
- Professional Engagement, Growth, and Advancement SIS (formerly Gen X/Gen Y Caucus) (PEGA-SIS)
- Private Law Libraries-SIS (Reviewed twice: bylaws changes and name change to Private Law Librarians & Information Professionals-SIS)
- State Court & County-SIS

**Caucuses:**
- Asian American Law Librarians Caucus
- Environmental Libraries Caucus

**Chapters:**
- Atlanta Law Libraries Association (ALLA)
- Association of Law Libraries of Updates New York (ALLUNY)
- Chicago Association of Law Libraries (CALL)
- Houston Area Law Libraries (HALL)
- Law Library Association of Maryland (LLAM)
- Law Librarians of New England (LLNE)
- Law Librarians of Puget Sound (LLOPS)
- Mid-America Association of Law Libraries (MAALL)
- New Jersey Law Librarians Association (NJLLA)
- Northern California Association of Law Libraries (NOCALL)
- Southern New England Law Librarians Association (SNELLA)

**Special Group:**
- Council of Chapter Presidents

**Resolution:**
- The Committee received a request to review a resolution from the Board right before the Annual Meeting that was time sensitive. The resolution was on AALL being environmentally responsible from the Social Responsibilities-Special Interest Section (SR-SIS). The Committee was able to make our recommendations with a turn-around of 3 days.

2014-15 Committee members were:
Janice E. Henderson (Chair)
Anna C. Blaine (Vice-Chair)
Johanna C. Bizub
Catherine Lemann
Ryan Overdorf
Eric C. Parker
Andrew Winston
Katherine K. Coolidge (Executive Board Liaison)
Kate Hagan (AALL Executive Director)

Respectfully submitted
Janice E. Henderson, Chair 2014 – 2015