

THE CENTRAL NEW YORK LIBRARY RESOURCES COUNCIL

CONSTITUTION

Amended October 19, 2023

Article I. ORGANIZATION

A. Name

The name shall be the Central New York Library Resources Council. For the sake of brevity, it may be referred to as "CLRC."

B. Purposes

The purposes of this Council shall be:

1. To improve and develop reference and research resources and services within Herkimer, Madison, Oneida, and Onondaga Counties.
2. To promote interlibrary cooperation, communication and transportation of materials within the region of this Council.
3. To cooperate with institutions and organizations outside the geographic area to further these aims.

Article II. MEMBERSHIP

A. Eligibility

Eligibility criteria have been established in compliance with Commissioner of Education regulations.

1. Any chartered institution of higher education whose library meets State Education Department standards or which submits an appropriate five-year plan for the realization of these standards. (Commissioner's Regulations 90.5.)
2. Any public library system which meets State Education Department standards as prescribed by Commissioner's Regulations.
3. Any school library system some part of which falls within the area of the system, and which meets State Education Department standards as prescribed by Commissioner's Regulations.

4. An individual public library or school library providing it:
 - is already and remains a member of its own type of system
 - meets all other criteria for Council membership
 - is willing to pay membership dues.
5. Libraries of chartered educational agencies; correctional facilities; hospitals; non-profit organizations and private corporations providing serious reference and research library services in the Central New York area.
6. Libraries meeting the following criteria are only eligible to join as Full members of CLRC:
 - a. Employment of an appropriate information specialist responsible for supervising library collections and services.
 - b. Agreement to share library resources through interlibrary loan, in accordance with the Council's policies and procedures.
 - c. Minimum holdings of 2,000 bibliographically controlled titles.
 - d. Expenditure of at least \$5,000 annually on library materials.

Libraries that do not meet all of these criteria are not eligible for Full membership. Full members are eligible to vote.

7. Libraries or other organizations that do not meet the above criteria may apply for Affiliate membership. Affiliate membership entitles an institution to CLRC services and may be renewed annually. Affiliate members are eligible to vote.
8. Non-library organizations wishing to participate in the New York Heritage project may join at the Heritage level. Heritage membership is open only to non-library organizations and provides access to the tools used for NY Heritage. Heritage members do not have access to any other CLRC programs and services. Heritage membership may be renewed annually. Heritage members are not eligible to vote.
9. Individuals who are not affiliated with any CLRC member library or library system, but who have an interest in the mission of the Council, may join at the Personal level. Personal membership is available to individuals only and provides access to Council programs and services at member rates. Personal membership may be renewed annually. Personal members are not eligible to vote.

10. Libraries may be eligible for membership by virtue of legislative programs regulated by the New York State Education Department.

11. Memberships will be reviewed periodically by the Board of Trustees.

B. Representation

Each member institution shall designate a representative to attend Council meetings. Each institution approved for voting membership (Full and Affiliate members) shall have one vote, to be cast by its designated representative.

C. Privileges and Obligations of Membership

Each member institution shall be entitled to share in the benefits resulting from achievement of the stated purposes of the Council. Each such institution shall pay dues as prescribed by this Constitution and actively participate in CLRC's cooperative projects and programs.

D. Resignation from Membership

An institution may terminate its membership at any time by written notification to the Board of Trustees of CLRC. Any outstanding financial obligations to the Council must be met upon resignation.

E. Meetings

The Annual Meeting shall be held in the fall at a date and place selected by the President (in consultation with the Executive Director) and subsequent to fifteen (15) days' notice. Special meetings may be held upon the call of the President or on request of one-third of the Board of Trustees or of one-third of the member institutions upon fifteen (15) days' notice. Those voting member institutions present at the Annual Meeting shall be considered as constituting a quorum for the purpose of transacting business.

F. Dues

1. The scale of dues for members shall be recommended by the Board of Trustees and ratified by the majority vote of the representatives of voting member institutions present at the Annual Meeting.

2. Dues are payable by September 30 of each year.

3. Non-payment of dues within six (6) months following the date payment is due shall automatically result in loss of the privileges of membership.

Article III. BOARD OF TRUSTEES

A. Function of the Board

The Board of Trustees shall be responsible for the administration of Council business and establishment of Council policies.

B. Election of Trustees

The Trustees of the Council shall be elected by the designated representatives of the member institutions at the Annual Meeting or by electronic vote before the end of the Annual Meeting.

C. Number of Trustees

The number of trustees shall be fifteen (15).

D. Membership on the Board

Membership on the Board of Trustees shall not be limited to librarian representatives of member institutions, but may include any person having an interest in or concern for the improvement of reference and research service. In addition to any lay members, membership will include a representative of Syracuse University (as the largest academic library), Mid-York Library System, and Onondaga County Public Library, with at least one Board member representing the school library systems in the region. The remaining members of the Board should be broadly representative of the major public libraries, academic libraries, special libraries, and cultural heritage organizations.

E. Term of Office

The term of office shall be five (5) years.

Trustees shall continue to hold office until their successors are elected. No Trustee shall hold office for two (2) consecutive full terms, with the exception of the Treasurer. A Trustee's term of office shall be terminated if they miss three (3) consecutive or unexcused meetings.

F. Trustee Vacancies

If a Trustee resigns before the expiration of their term of office, the Board of Trustees, upon the recommendation of the Nominating and Board Development Committee, by majority vote, shall fill the vacancy until the next Annual Meeting.

G. Nominating Procedures

Recommendations of the Nominating and Board Development Committee shall be sent to the member institutions at least thirty (30) days in advance of the Annual Meeting. Additional nominations by petition bearing signature of five (5) of the representatives of member institutions may be submitted to the Secretary at least ten (10) days in advance of the Annual Meeting. The Secretary (or a staff designee) shall then prepare ballots containing the names of all nominees for use at the Annual Meeting.

Article IV. FISCAL YEAR

The fiscal year of the Council shall be July 1 through June 30.

Article V. AMENDMENTS TO THE CONSTITUTION

The Constitution may be amended by a two-thirds vote of those present at a meeting of the members, provided that the written text of the proposed amendments was mailed to all members with the notice of the meeting.

Constitution Amendments:

11/72, 11/74, 11/75, 5/15/79, 5/19/81, 5/25/82, 5/17/83, 5/19/87, 5/16/89, 5/22/90, 5/27/92, 3/28/94, 10/25/94, 10/19/99, 10/6/2011, 10/19/2023