

Purpose

The Council of Community College Library Administrators is a proactive organization, committed to meeting the existing and emerging needs of community college libraries across North Carolina. CCCLA provides leadership and sets direction for these libraries, engaging in statewide projects to benefit all libraries in the North Carolina Community College System.

CCCLA advocates library issues to the North Carolina Community College System, providing timely information to cultivate awareness, understanding, and pro-library decision making.

Objectives

- To expand and improve library resources and information services
- To establish and promote special projects and experimental activities
- To develop support that will enable libraries to meet ACRL standards
- To share information and improve communication among libraries in North Carolina Community System
- To participate in cooperative and collaborative relationship among libraries

Operating Agreements

1. The membership shall consist of the library administrator or his/her designee.
2. There shall be one vote per institution by the chief library administrator or his/her designee.
3. Proxy vote is permitted if the library administrator provides a memo to the CCCLA Secretary/Treasurer indicating that the designee has proxy vote for one issue or for all issues to be voted on.
4. A quorum shall be thirty (30) library directors and shall be required to conduct all business. Designees who are granted proxy voting privileges shall be counted toward a quorum.
5. The council shall meet at least two times annually.

Officers

1. Officers of the council shall consist of a Chairman, and Vice-Chairman/Chairman-Elect, and a Secretary/Treasurer who shall serve for one-year terms.
2. An Executive Board shall consist of the current officers, the immediate past Chairman, and a library director from each LRA district.
3. The Chairman shall preside at meetings of the Council: arrange the time and place of meetings; draw up, with the advice of the Executive Board, the agenda of meetings; appoint sub-committees; and serve as liaison with the North Carolina Community College System.

4. The Vice-Chairman/Chairman-Elect shall preside in the absence of the Chairman; assist the Chairman in drawing up the agenda of meetings; advise the Chairman in formulating programs and projects of the Council; and otherwise act on behalf of the Chairman in his/her absence.
5. The Secretary/Treasurer shall record all actions of the Council and prepare minutes for each meeting and shall collect and keep records of annual dues.
6. The Executive Board shall advise the officers in formulating programs and projects of the Council.
7. The term of office shall be from August to July.
8. A nominating committee appointed by the Chairman shall handle the election of the officers.
9. Each LRA district shall elect a representative to serve on the Executive Board.
10. Elections shall be completed by June 30 of each year.
11. Each subcommittee chairman or a designated representative shall make reports at each meeting of the Council outlining current projects and recommendations for consideration by the Council.

Dues

1. Dues shall be \$5.00 annually.
2. The term will be August to July.

Revised February 2007