**Bylaws of the Students and New Professionals Forum**

**Revision Approved: 3/15/21**

**Article I – Name**

The name of this Forum shall be the Illinois Library Association Students and New Professionals Forum (SANP).

**Article II – Purpose**

The SANP Forum represents the interests of students and new library professionals in Illinois, provides a forum for students and new professionals to discuss issues of particular interest to their demographic, and encourages active participation in Illinois library organizations.

“Students” refer to individuals who are currently enrolled at a college or university in a program related to the library and information field (e.g. MLIS, Library Technical Assistant certification, etc.) in either part-time or full-time status. “New Professionals” refer to individuals who have been employed in a library or an information service organization for less than seven years.

**Article III – Membership**

Any individual who is a dues paying member of ILA or whose institution is a dues paying member of ILA may become a member of the ILA SANP Forum.

**Article IV - Association Year & Meetings**

**Section 1 - Association Year**

The SANP Forum association year is February 1 - January 31.

**Section 2 - Meetings Association Year**

The schedule and location for the meetings are determined by the incoming Manager/Co-Managers of the SANP Forum members. An annual meeting shall be held at the ILA annual conference or at another time and place determined by the SANP Forum members. The Co-managers will conduct the meetings.

**Article V - SANP Forum Board Membership**

**Section 1 Membership**

The SANP Forum Board shall consist of two co-managers--a manager and manager-elect; the committee chairs; the ILA Board liaison; and the ILA staff liaison.

**Section 2 Terms of the Forum Managers**

The Co-managers serve two years: one year as co-manager-elect and one year as co-manager. Co-managers begin and end their terms in staggered years (ex. Co-manager 1 starts Year 1, Co-manager 2 starts Year 2, etc.).

The SANP Forum will seek out future candidates for Co-manager up to three months before an expiring term to ensure that role will be filled at the start of the new term.

**Section 3 Terms of Office for Committee Chairs**

Committee chairs serve one-year terms and may choose to serve additional terms.

**Section 4 Attendance and Voting**

SANP Forum meetings are open to any members of ILA who wish to attend.

Only students and new professionals may vote. A simple majority of those present at a meeting constitute a quorum. Approval of actions and decisions requires a simple majority consensus.

**Section 5 Committees**

Committee chairs are appointed by the Co-managers from the members of the SANP Forum Board. The Committees vary according to the current needs of the SANP Forum Board.

**Section 6 Duties of the SANP Forum Board**

The SANP Forum Board sets annual goals, plans the annual conference programs and activities for student and new professional members, plans continuing education and networking opportunities for student and new professional members throughout Illinois, and other events and activities as determined by the Board.

**Section 7 Resignations**

A Co-manager or Committee chair who decides to resign must give at least two weeks’ notice to the SANP Forum Board. During this period, the resigning party will hand off any projects and activities she/they/he were working on with suggestions on next steps.

**Section 8 Vacancies**

Upon the resignation of a Co-manager, the Co-manager-elect will become Co-manager for the remainder of that unfilled term and continue as Co-manager for her/his/their elected term. The Co-manager may appoint an interim manager-elect who will serve for the remainder of the Association Year.

Upon resignation of a Committee chair, the Co-managers may appoint a SANP Forum member to complete the term.

**Section 9 SANP Year 2 Transition**

With the elimination of a three co-manager leadership, the longest-serving Co-manager’s term will end June 30, 2021.

**Article VI – Nominations and Appointment**

**Section 1 Candidates**  
The Co-manager-elect must be selected from members of the current and previous SANP Forum members. The nominees must be personal members of ILA.

**Section 2 Appointment**

Nominees of the Forum Co-manager are elected for the term which begins in February. Elections take place annually in January.

**Article VII - Amendments**

These bylaws may be amended by a simple majority vote of the members present at the meeting, provided that notice of the proposed amendment is included in the notice of the meeting.

**Article VIII - Dissolution of the Forum**

The Executive Board of the Illinois Library Association shall discontinue a forum when it has determined that the usefulness of the forum has ended (Article XIII. Section 4 of the ILA Bylaws).