

Werk

Titel: LIBER STATUTES

Ort: Graz

Jahr: 1994

PURL: https://resolver.sub.uni-goettingen.de/purl?514854804_0004|log25

Kontakt/Contact

Digizeitschriften e.V.
SUB Göttingen
Platz der Göttinger Sieben 1
37073 Göttingen

✉ info@digizeitschriften.de

LIBER STATUTES

CHAPTER 1

Article 1

- 1.1 In accordance with the Swiss Civil Code (Art. 60 et seq), an international association called the "Association of European Research Libraries" (hereinafter referred to as LIBER - Ligue des Bibliothèques européennes de recherche) was established in 1971 for an indefinite period, having its seat at the domicile of its chairman.
- 1.2 These Statutes amend the original Statutes of 1971, and subsequent revisions.

CHAPTER 2 - AIM AND MISSION OF THE ASSOCIATION

Article 2

- 2.1 LIBER is a non-governmental association of the research libraries of Europe, formed under the auspices of the Council of Europe and having the status of a consultative body with that Council.
- 2.2 LIBER represents and promotes the interests of research libraries of Europe. The general aim of LIBER is to assist the research libraries in Europe to become a functional network across national boundaries in order to ensure the preservation of the European cultural heritage, to improve access to the collections in European research libraries and to provide more efficient information services in Europe.

Article 3

- 3.1 To achieve this aim, amongst other activities LIBER:
- (I) represents the interests of European research libraries (national and university libraries in particular) when and where needed;
 - (II) seeks to identify and define the needs for common effort and initiates activities in these areas, either alone or in cooperation with other organisations, governmental or non-governmental, national or international;
 - (III) supports the improvement of professional skills in research libraries through meetings, seminars, working groups, publications. It supports special projects and development schemes and seeks to achieve close contact between libraries and individual professionals in Europe;
 - (IV) promotes standardisation in areas vital for cooperation between libraries, such as library automation;
 - (V) plays an active role in sharpening long-term visions for the development of European research library network while representing the collective expertise of its member libraries.
- 3.2 In order to fulfill these tasks LIBER actively encourages its membership to support the work by making available the expertise within individual libraries.

CHAPTER 3 - MEMBERSHIP**Article 4 - Categories of Membership**

- 4.1 Membership shall be granted by the decision of the Executive Board.
- 4.2 The following kinds of membership can be granted:
Institutional, Associate, Individual and Honorary
- 4.3 (I) *Institutional membership* is open to research libraries in countries that

are Members or associate Members of the Council of Europe and which, for this purpose, are defined as:

- (1) National libraries
- (2) University libraries
- (3) Libraries of institutions conducting teaching or research on a post-graduate level
- (4) Public libraries with major research collections

The Executive Board may also grant institutional membership by special resolution to such other non-commercial organisations or institutions which are concerned with special fields of interest to research libraries.

- (II) *Associate membership* is open to library organisations, consortia and commercial organisations, supplying services to research libraries.
- (III) *Individual membership* is open to professional librarians who work or who have worked in research libraries.
- (IV) *Honorary membership* can be granted by special resolution of the Executive Board with the approval of the General Assembly.

Article 5 - Rights of membership

- 5.1 Only institutional members shall be entitled to vote at the General Assembly, to be eligible for the elections to the Executive Board, and to nominate candidates for election.
- 5.2 Institutional, associate and individual members are entitled to receive such LIBER publications free of extra charge as the Executive Board shall from time to time approve.

Article 6 - Annual fees

- 6.1 The annual membership fee shall be set by the General Assembly.

- 6.2 Members who wish to pay their annual membership fee through a subscription agency may do so with the approval of the Treasurer.

Article 7 - Termination of membership

7. Membership shall be terminated:
- 7.1 on resignation which shall be tendered for the end of a year subject to six months' notice and payment of all moneys owing to the Association;
- 7.2 on cancellation of membership by the Executive Board in the case, inter alia, of a member which, in spite of formal notice, has not fulfilled its obligation for over a year. Appeal against the decision may be made to the General Assembly provided due notice is lodged with the Executive Board one week in advance.

CHAPTER 4 - ADMINISTRATION AND OPERATION

Article 8

LIBER shall organise its work through the General Assembly, the Executive Board and the Professional Divisions.

Article 9 - The General Assembly

- 9.1 The General Assembly shall be composed of all institutional members of LIBER.
- 9.2 A single membership fee entitles the institution to be represented in the General Assembly by not more than one named delegate who shall carry the voting rights for that institution. Any other delegates from an institution present at the Assembly shall have observer status.

- 9.3 An institution not able to be present at the General Assembly may delegate its rights to vote to another member acting as proxy or to the Chairman acting as proxy. It shall notify the Secretary in advance of its intention to delegate its vote and shall name the proxy in writing to the Secretary.

Article 10 - Responsibilities of the General Assembly

- 10.1 The General Assembly shall be the governing body of the Association.
- 10.2 It shall be the appeal authority in any dispute between members and the Executive Board.
- 10.3 It shall receive and approve the Annual Report of the Executive Board.
- 10.4 It shall receive and approve the Annual Report of the Treasurer.
- 10.5 It shall receive and approve the Annual Report of the Auditory.
- 10.6 It shall elect the President, Vice President, Chairmen of the Divisions and Members of the Ececutive Board.
- 10.7 It shall set the annual membership fee and annual supplementary fees for membership of the divisions.
- 10.8 It shall receive reports from the Divisions, their Committees of Experts and from the Standing Committees of the Executive Board.
- 10.9 It shall receive and approve the annual budgets and programmes of work of the Divisions.

- 10.10 It shall have the power to amend the Constitution and to dissolve the Association.

Article 11 - Meetings of the General Assembly

- 11.1 The Assembly shall meet once each year and whenever convened by the Executive Board, or at the request of one fifth of the Institutional members.
- 11.2 The General Secretary shall ensure that announcements relating to the conduct of the business of the General Assembly shall be sent to the members according to the following rules:
- 11.3 Announcements of the Annual General Assembly and the Agenda for the Assembly shall be distributed to members at least one month before the date of the meeting of the Assembly;
- 11.4 Announcements calling for nominations to the Executive Board, to Divisional Committees, and to Expert Committees shall be sent to members not later than 31 January of the year of the election. Nominations for election shall be returned in writing to the Secretary not later than one hour before the opening of the General Assembly;
- 11.5 The General Secretary will distribute voting cards to members with the announcement of the General Assembly;
- 11.6 The General Secretary shall announce the candidates for election at the beginning of the General Assembly. Voting shall be by those members present at the General Assembly or by their designated proxy.

Article 12 - Auditors

- 12.1 Each year the Assembly shall elect auditors, who shall not be members

of the Executive Board, for a term of office of two years. The auditors shall be eligible for re-election.

- 12.2 The auditors shall present a written report to the General Assembly each year.

Article 13 - The Executive Board

- 13.1 The Association shall be administered by an Executive Board composed of 11 members, all drawn from institutions in membership of the association.
- (I) A president elected by the General Assembly to serve for a period of TWO YEARS, after which the President may be re-elected for one further term of office of TWO YEARS;
 - (II) An Immediate Past President, who shall serve normally for a period of TWO YEARS following upon his retirement from the office of President, or until the election of a new President;
 - (III) A Vice-President elected by the General Assembly for a period of not more than TWO YEARS, after which the Vice President may be re-elected for one further term of office of not more than TWO YEARS;
 - (IV) The four Chairmen of the Divisions *ex officio*
 - (V) Four members elected by the General Assembly for a period of not more than TWO YEARS; each member may be re-elected for one further term of office of not more than TWO YEARS.
- 13.2 The Board may fill provisionally any vacancies which may occur between elections by co-option until the next election.
- 13.3 The Board shall have power to co-opt representatives of international organisations such as the Council of Europe and the European Commission as Advisers to the Board. Such advisers shall not have voting powers on the Board but shall have observer status.

- 13.4 The Board shall be chaired by the President, or in his absence by the Vice-President. It shall elect from within its number its General Secretary and its Treasurer who shall serve for a period determined by the period of their election as ordinary members of the Board.
- 13.5 The Board shall, within the limitations imposed by these Statutes, establish its own procedures for meetings, and shall have the power to delegate particular responsibilities to the officers of LIBER and to elected members of the Board.

Article 14 - Responsibilities of the Board

- 14.1 The Executive Board shall be entrusted with the direction of all activities within the sphere of work of the Association.
- 14.2 It shall decide and supervise the publications' policy of LIBER.
- 14.3 It shall give its ruling on all matters concerning the administration of LIBER.
- 14.4 Minutes shall be kept of all of its meetings.
- 14.5 The General Secretary of the Board shall provide an annual report of the Board's activities to the General Assembly.

Article 15 - Meetings of the Executive Board

- 15.1 The Board shall meet whenever it is convened by the Chairman, or at the request of two of its members.
- 15.2 At least six members of the Board, including the Chairman or the Vice Chairman shall constitute a quorum.

Article 16 - Standing Committees of the Board

- 16.1 The Board may establish such Standing Committees as it thinks appropriate for the conduct of the affairs of the Association.
- 16.2 It may co-opt from the General Membership of the Association to the Standing Committees but each Standing Committee shall be chaired by a member of the Executive Board.
- 16.3 The Standing Committees will report to the full Executive Board.

Article 17 - Task Forces

- 17.1 The Board may establish such Task Forces as it requires to further the work of the Association.
- 17.2 The Board may nominate to membership of a Task Force any person it wishes, but the Task Force will be convened by a member of the Association.
- 17.3 Each Task Force will report to the Executive Board and shall only remain in being for a period specifically set by the Board to complete its work.

Article 18 - The Professional Divisions

- 18.1 The Association shall be comprised of four Professional Divisions, namely: Access, Collection Development, Preservation, and Library Management and Administration.
- 18.2 Each of the divisions shall be responsible to the General Assembly for

the development of professional programmes of work, for the organisation of meetings of members and of experts and for forwarding and developing LIBER's objectives within the specific area of its remit.

- 18.3 Each institutional member may be represented in each of the divisions by one named representative, upon payment of the subscription set by the General Assembly for membership. The Assembly shall normally admit representation of TWO divisions under the general subscription. Institutional members may elect upon payment of a supplementary fee set by the General Assembly to be represented in two further divisions.
- 18.4 Each Professional division shall be administered by a committee comprising a Divisional Chairman, Divisional Secretary and three ordinary members, all of whom shall be representative members of member institutions.
- 18.5 The Chairman of the Division shall be elected by the members of the General Assembly. The Chairman shall serve normally for a period of FOUR years, and shall be eligible for re-election for a period of a further TWO years.
- 18.6 The Secretary and the three ordinary members of the Divisional Committee shall be elected by the members of the division and shall each serve for a period of FOUR years. They shall not be eligible for re-election in the year in which their period of office expires.
- 18.7 Elections shall be held for the Divisional Committees every two years, and two members of each committee shall normally retire in each election year.
- 18.8 Each Divisional Committee shall prepare an annual budget to support its expenditure. It shall produce a five year rolling programme of work and shall submit both its budget and its programme of work to the Annual assembly for its approval. It shall present to the Annual Assembly an Annual Report of its activity during the year.

Article 19 - Expert Committees

- 19.1 Each Division may establish Expert Committees to assist with its work.
- 19.2 An Expert Committee can only be established upon the formal recommendation by the Division to the LIBER Executive Board, and the Executive's Board's approval.
- 19.3 Each Expert Committee shall be administered by a Chairman, Secretary and three other members of the Division, all of whom shall be nominated and elected by the members of the Division at the General Assembly. The officers of the Expert Committees shall nominally serve for a period of TWO YEARS but shall be eligible for a re-election for a further period of TWO YEARS. The Committee shall have power to co-opt two additional members to serve for a maximum of two years. Co-opted members can be experts not in membership of LIBER.
- 19.4 The Committee shall be responsible for drawing up the programme of work for the Expert Committee. Each Expert Committee shall submit its programme to the Divisional Committee for approval. It shall work to the remit established by the Division.
- 19.5 The Expert Committee may organise open meetings, seminars, conferences and working visits to libraries. It may also publish guides and standards, and information sheets, but it shall submit all proposals for publication to the Divisional Committee for approval.

CHAPTER 5 - FINANCE**Article 20**

- 20.1 The Finances of LIBER shall consist of:
- (I) member's fees;
 - (II) proceed from the sale of publications;
 - (III) subsidies, gifts and bequests;

(IV) ad hoc grants.

20.2 The accounts shall be closed on 31 December. They shall be drawn up on the currency of the Treasurers's domicile.

CHAPTER 6 - REVISION OF THE CONSTITUTION

Article 21

21.1 Revision of the constitution and the dissolution of the Association may be decided by two thirds of the voting members present or represented at the General Assembly or by two thirds of the votes cast by all members of the Association in a postal ballot.

21.2 Notice of intention to revise the Statutes or dissolve the Association shall be sent to members not later than 31 January of the year of the General Assembly, and normally at least 6 months notice shall be given.

21.3 In the event of winding up, the Assembly shall decide how the assets are to be used, in the light of the aims of the Association.

Article 22

All matters not covered by these Statutes shall be governed by custom, under the General Assembly's guarantee.

Article 23

These Statutes were adopted by LIBER on 7 July 1994.

