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CONSTITUTION  BY-LAWS

YOUNG MEN'S

Library Association,


OF THE CITY OF

ATLANTA, GEORGIA.

(Organized August 19, 1867.

J. F. LESTER & CO., PRINTERS,
ATLANTA, GA.



CONSTITUTION  BY-LAWS

YOUNG MEN'S

Library Association,

OF THE CITY OF

ATLANTA, GEORGIA.

Organized August 19, 1867.

J. F. LESTER & CO., PRINTERS,
ATLANTA, GA.

Officers of the Association

1891-92.

W. M. SLATON.....	PRESIDENT.
F. H. RICHARDSON.....	VICE-PRESIDENT.
E. M. MITCHELL.....	SECRETARY.
G. R. DESAUSSURE.....	TREASURER.

DIRECTORS.

I. S. HOPKINS,	C. A. READ,
A. E. CALHOUN,	J. R. NUTTING,
STANHOPE SAMS,	W. G. COOPER,
JOSEPH HIRSCH,	G. V. GRESS,
A. V. GUDE,	WILL. HAIGHT,
A. A. MEYER,	J. H. LUMPKIN.

STANDING COMMITTEES.

ON LIBRARY AND ROOMS.

STANHOPE SAMS,	A. V. GUDE,
C. A. READ,	I. S. HOPKINS.

ON FINANCE.

JOSEPH HIRSCH,	A. A. MEYER,
WILL HAIGHT.	J. H. LUMPKIN.

ON ENTERTAINMENTS.

J. R. NUTTING,	A. E. CALHOUN,
W. G. COOPER,	G. V. GRESS.

ON GEORGIA HISTORY AND ARCHIVES.

W. G. Cooper,	Stanhope Sams,
Chas. A. Read,	Will Haight,
J. H. Lumpkin.	

Y. M. L. A.

ATLANTA, GA.

LIST OF OFFICERS AND DIRECTORS,

FROM ITS ORGANIZATION IN AUGUST, 1867.

FIRST YEAR, 1867-68.

Henry Jackson, President. Charles P. Freeman, Secretary.
Darwin G. Jones, Vice-Pres't. W. D. Luckie, Jr., Treasurer.

DIRECTORS.

E. Y. Clarke,	Albert Hape,	A. R. Watson,
H. T. Phillips,	E. B. Pond,	F. O. Rudy,
W. M. Williams,	J. R. Barrick,	L. H. Orme.

SECOND YEAR, 1868-69.

E. Y. Clarke, President. A. L. Grant, Secretary.
Darwin G. Jones, Vice-Pres't. W. D. Luckie, Jr., Treasurer.

DIRECTORS.

Henry Jackson,	Albert Hape,	Wm. M. Williams,
Wm. T. Newman,	M. Henry Sisson,	J. Tyler Cooper,
O. A. V. Rose,	R. C. Robson,	L. H. Orme.

THIRD YEAR, 1869-70.

Darwin G. Jones, President. Chas. H. Davidge, Secretary.
Wm. T. Newman, Vice-Pres't. C. Herbst, Sec. and Librarian.

DIRECTORS.

M. Henry Sisson,	W. A. Hemphill,	W. M. Williams,
John Rice,	J. R. Simmons,	W. G. Newman,
J. F. Edwards,	Henry Jackson,	A. R. Watson.

LIST OF OFFICERS.

FOURTH YEAR, 1870-71.

M. Henry Sisson, President.
Albert Hape, Vice-Pres't.

George H. Hammond, Secretary.
S. A. Echols, Treasurer.

DIRECTORS.

John H. Flynn,
R. J. Godfrey,
Henry Jackson,

Wm. T. Newman,
A. Rosenfeld,
E. Y. Clarke,

R. C. Robson,
Darwin G. Jones,
John Keely.

FIFTH YEAR, 1871-72.

E. F. Hoge, President.
E. Y. Clarke, Vice-Pres't.

George H. Hammond, Secretary.
Darwin G. Jones, Treasurer.

DIRECTORS.

Marshall J. Clarke,
Sidney Dell,
*Albert Hape,

W. T. Newman,
Olin Wellborn,
B. B. Crew.

John T. Glenn,
Henry Jackson,
M. Henry Sisson.

*John H. Flynn elected to fill vacancy.

SIXTH YEAR, 1872-73.

John H. Flynn, President,
E. Y. Clarke, Vice-Pres't.

George H. Hammond, Secretary.
John M. Harwell, Treasurer.

DIRECTORS.

*B. Mallon,
*John W. Pearce,
Aaron Haas,

J. A. Bowie,
Louis Gholstin,
Marshall J. Clarke,
R. E. Lawhon,

E. G. Moore,
Henry Hillyer,
*Z. D. Harrison,

*B. Mallon not having been a member of the Association six months, was ineligible. The Board elected Z. D. Harrison in his place. John W. Pearce afterward resigned, and B. Mallon was elected in his place by the Board.

SEVENTH YEAR, 1873-74.

John H. Flynn, President,
E. Y. Clarke, Vice-Pres't.

J. W. Chester, Secretary.
John M. Harwell, Treasurer.

DIRECTORS.

B. Mallon,
R. E. Lawhon,
J. M. Goss,

Louis Gholstin,
Henry Hillyer,
Marshall J. Clarke,

J. D. Wing,
Henry W. Grady,
Donald M. Bain.

LIST OF OFFICERS.

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EIGHTH YEAR, 1874-75.

John H. Flynn, President.
E. Y. Clarke, Vice-Pres't.

J. W. Chester, Secretary.
John M. Harwell, Treasurer.

DIRECTORS.

B. Mallon,
Henry Hillyer,
R. E. Lawhon,
Louis Gholstin,
J. M. Goss,

J. D. Wing,
*Aaron Haas,
*B. H. Hill, Jr.,
*J. F. Burke,
Henry W. Grady,

D. M. Bain,
Marshall J. Clarke,
†Julius L. Brown,
‡W. C. Morrill.

*Under amendment to the Constitution, the Board of Directors was thereby increased to Twelve. Those marked * are new members.

†Elected by the Board of Directors in lieu of Goss resigned.

‡Elected by the Board in lieu of Clarke resigned.

NINTH YEAR, 1875-76.

B. Mallon, President.
Henry Hillyer, Vice-Pres't.

W. H. Patterson, Secretary.
*Charles E. Harman, Secretary.
John M. Harwell, Treasurer.

DIRECTORS.

J. F. Burke,
†S. M. Inman,
D. M. Bain,
H. W. Grady,

Aaron Haas,
J. D. Wing,
‡B. F. Longley,
†Louis Gholstin,
W. C. Morrill,

B. H. Hill, Jr.
†E. Y. Clarke,
†John H. Flynn,
Julius L. Brown.

*Elected by the Board December 24, 1875, in lieu of Patterson resigned.

†New members elected by the Association May, 1875.

‡Elected by Board in lieu of Wing resigned.

TENTH YEAR, 1876-77.

Henry Hillyer, President.
B. H. Hill, Jr., Vice-Pres't.

Walter R. Brown, Secretary.
*Aaron Haas, Secretary.
John M. Harwell Treasurer.

DIRECTORS.

D. M. Bain,
E. Y. Clarke,
John H. Flynn,
†Chas. E. Harman,

†B. F. Longley,
†Wm. H. Tuller,
†J. W. English,
J. F. Burke,

Louis Gholstin,
S. M. Inman,
W. C. Morrill,
Henry W. Grady.

*Elected by the Board in lieu of Brown resigned.

†New members elected by the Association May, 1876.

LIST OF OFFICERS.

ELEVENTH YEAR, 1877-78.

B. H. Hill, Jr., President.
D. M. Bain, Vice-Pres't.

W. H. Nutting, Secretary.
John M. Harwell, Treasurer.

DIRECTORS.

E. Y. Clarke,
*N. P. T. Finch,
Louis Gholstin,
*H. W. Grady,

*Henry Hillyer,
B. F. Longley,
J. W. English,
John H. Flynn,
S. M. Inman,

*Howell C. Glenn,
Charles E. Harman,
†Julius L. Brown,
Wm. H. Fuller.

*New members elected by the Association May, 1877.

†Elected by the Board in lieu of Harman resigned.

TWELFTH YEAR, 1878-79.

D. M. Bain, President.
Julius L. Brown, Vice-Pres't.

Wm. H. Nutting, Secretary.
Louis Gholstin, Treasurer.

DIRECTORS.

N. P. T. Finch,
†H. K. McCay,
H. W. Grady,
Henry Hillyer,

J. W. English,
Howell C. Glenn,
*John G. Lowry,
*W. H. Venable,

*R. D. Spalding,
*W. C. Morrill,
B. F. Longley,
W. H. Tuller.

*New members elected by the Association May, 1878.

†Elected by the Board in lieu of Brown resigned.

THIRTEENTH YEAR, 1879-80.

Julius L. Brown, President.
Louis Gholstin, Vice-Pres't.

W. H. Nutting, Secretary.
†C. T. Watson, Secretary.

L. C. Jones, Treasurer.

DIRECTORS.

*Patrick Calhoun,
*H. K. McKay,
*Hoke Smith,
*John Milledge,
N. P. T. Finch,

H. C. Glenn,
H. W. Grady,
Henry Hillyer.
R. D. Spalding,
W. H. Venable,
W. C. Morrill,

John G. Lowry,
‡R. J. Lowry,
¶Jos. Thompson, Jr.,
||J. H. Mecaslin,
§D. M. Bain.

*New members elected by the Association May, 1879.

†Elected by the Board in lieu of Nutting resigned.

‡Elected by the Board in lieu of Morrill resigned.

¶Elected by the Board in lieu of Milledge resigned.

||Elected by the Board in lieu of Venable resigned.

§Elected by the Board in lieu of J. G. Lowry resigned.

LIST OF OFFICERS.

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FOURTEENTH YEAR, 1880-81.

Julius L. Brown, President. C. T. Watson, Secretary.
Louis Gholstin, Vice-Pres't. Wm. H. Patterson, Treasurer.

DIRECTORS.

*N. P. T. Finch,	R. D. Spalding,	Jos. Thompson, Jr.,
*P. H. Snook,	Hoke Smith,	J. H. Mecalins,
*O. A. Sanders,	Patrick Calhoun,	†J. W. English,
*H. C. Glenn,	H. K. McKay.	D. M. Bain.
	R. J. Lowry,	

*New members elected by the Association May, 1880.

†Elected by the Board in lieu of Mecalins resigned.

FIFTEENTH YEAR, 1881-82.

Louis Gholstin, President. Alexander C. King, Secretary.
Robert Lowry, Vice-Pres't. C. T. Watson, Treasurer.

DIRECTORS.

J. T. Brock,	H. W. Grady,	H. C. Glenn,
H. K. McKay,	Joseph Thompson,	Hoke Smith,
Thomas E. Walker,	Patrick Calhoun,	P. H. Snook,
R. W. Tidwell,	N. P. T. Finch,	O. A. Sanders.

SIXTEENTH YEAR, 1882-83.

Hoke Smith, President. Alexander C. King, Secretary.
Chas. E. Harman, Vice-Pres't. C. T. Watson, Treasurer.

DIRECTORS.

Elias Haiman,	J. T. Brock,	H. W. Grady,
Jack W. Johnson.	O. A. Sanders.	Thomas E. Walker,
S. F. Parrott,	N. P. T. Finch,	P. H. Snook,
Joseph Thompson,	H. C. Glenn,	R. W. Tidwell.

SEVENTEENTH YEAR, 1883-84.

Chas. E. Harman, President. J. T. Orme, Secretary.
N. P. T. Finch, Vice-Pres't. C. T. Watson, Treasurer.

DIRECTORS.

Thomas E. Walker,	S. F. Parrott,	Elias Haiman,
Alexander C. King,	J. W. Johnson,	R. W. Tidwell,
H. C. Glenn,	J. T. Brock,	H. C. Peeples,
H. W. Grady,	Joseph Thompson,	A. P. Woodward.

LIST OF OFFICERS.

EIGHTEENTH YEAR, 1884-85.

N. P. T. Finch, President. Burton Smith, Secretary.
 Thos. E. Walker, Vice-Pres't. Alex. W. Smith, Treasurer.

DIRECTORS.

H. W. Grady,	Elias Haiman,	Alexander C. King,
Chas. D. Meador,	Jack W. Johnson,	H. C. Peeples,
Ollie C. Fuller,	H. C. Glenn,	S. F. Parrott,
Martin F. Amorous,	A. P. Woodward,	Joseph Thompson.

NINETEENTH YEAR, 1885-86.

Thomas E. Walker, President. Burton Smith, Secretary.
 ——— ———, Vice-Pres't. Alex. W. Smith, Treasurer.

DIRECTORS.

C. D. Meador,	Joseph Thompson,	Jack W. Johnson,
O. C. Fuller,	S. F. Parrott,	M. F. Amorous,
H. C. Glenn,	H. W. Grady,	W. A. Haygood,
H. C. Peeples,	Elias Haiman,	George L. Chaney.

TWENTIETH YEAR, 1886-87.

Howard Van Epps, President. Hooper Alexander, Secretary.
 M. C. Kiser, Vice-Pres't. W. F. Turnbull, Treasurer.

DIRECTORS.

George L. Chaney,	C. D. Woodson,	M. F. Amorous,
Alexander C. King,	E. W. Marsh,	P. J. Moran,
H. W. Grady,	Burton Smith,	O. C. Fuller,
Samuel Weil,	M. C. Kiser,	C. L. Floyd.

TWENTY-FIRST YEAR, 1887-88.

Howard Van Epps, President. W. M. Slaton, Secretary.
 A. H. Cox, Vice-Pres't. W. T. Turnbull, Treasurer.

DIRECTORS.

George L. Chaney,	Burton Smith,	Geo. R. DeSaussure,
H. H. Cammiss,	Samuel Weil,	J. C. Olmsted,
C. L. Floyd,	M. F. Amorous,	Hooper Alexander,
P. J. Moran,	F. H. O'Bryan,	A. W. Hill.

LIST OF OFFICERS.

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TWENTY-SECOND YEAR, 1888-89.

W. A. Hemphill, President. George B. Forbes, Secretary.
Geo. L. Chaney, Vice-Pres't. Geo. R. DeSaussure, Treasurer.

DIRECTORS.

H. H. Cabaniss,	J. C. Olmsted,	F. P. Rice,
F. A. Arnold,	Charles L. Floyd,	Burton Smith,
Adolph Brandt,	W. H. Rhett,	P. J. Moran,
Alexander C. King,	J. H. Alexander,	J. Carroll Payne.

TWENTY-THIRD YEAR, 1889-90.

George L. Chaney, President. George B. Forbes, Secretary.
W. M. Slaton, Vice-Pres't. Geo. R. DeSaussure, Treasurer.

DIRECTORS.

J. C. Olmsted,	A. A. Meyer,	J. R. Nutting,
W. D. Ellis,	Jas. F. O'Neill,	H. H. Cabaniss,
A. V. Gude,	F. P. Rice,	Adolph Brandt,
W. H. Inman,	Samuel Barnett,	J. Van Holt Nash.

TWENTY-FOURTH YEAR, 1890-91.

W. M. Slaton, President. George B. Forbes, Secretary.
W. D. Ellis, Vice-Pres't. Geo. R. DeSaussure, Treasurer.

DIRECTORS.

J. R. Nutting,	I. S. Hopkins,	A. A. Meyer,
Will Haight,	Jos. Hirsch,	Jas. F. O'Neill,
J. H. Lumpkin,	Stanhope Sams,	E. M. Mitchell,
W. G. Cooper,	A. V. Gude,	C. A. Read.

TWENTY-FIFTH YEAR, 1891-92.

W. M. Slaton, President. E. M. Mitchell, Secretary.
F. H. Richardson, Vice-Pres't. Geo. R. DeSaussure, Treasurer

DIRECTORS.

I. S. Hopkins,	A. V. Gude,	W. G. Cooper,
A. E. Calhoun,	A. A. Meyer,	G. V. Gress,
Stanhope Sams,	C. A. Read,	Will Haight,
Joseph Hirsch,	J. R. Nutting,	J. H. Lumpkin.

CONSTITUTION AND BY-LAWS.

PREAMBLE.

We, the subscribers, young men, residents of the CITY OF ATLANTA, in order to adopt the most efficient means to facilitate mutual intercourse, extend our information upon subjects of general utility, promote a spirit of useful inquiry, and qualify ourselves to discharge properly the duties incumbent upon us in our various professions and pursuits, have associated ourselves for the purpose of collecting a LIBRARY, establishing a READING ROOM, and organizing a system of instruction by LECTURES, together with such other means of mutual improvement as may be found advantageous; and have, for our government, adopted the following

CONSTITUTION.

ARTICLE I.—OF MEMBERS.

SECTION 1. The name and style of this Association shall be "THE YOUNG MEN'S LIBRARY ASSOCIATION, OF THE CITY OF ATLANTA."

SEC. 2. This Association shall be composed of three classes of members, viz: Active, Life and Honorary.

SEC. 3. Any young man, engaged in any honorable pursuit, may become an active member of this Asso-

ciation, if approved by a majority of the "Board of Directors," as hereinafter established, by subscribing to this Constitution.

He may at any time commute his dues for life by the payment of Fifty Dollars, [and if he has a wife at any time, she shall, after his death, be entitled to all the privileges of his membership during her widowhood, except the right to vote and hold office.]*

[The privileges of membership shall be extended to females, under the same constitutional restrictions applicable to males, with all the rights appertaining thereto.]†

SEC. 4. Each active member of this Association shall be required to pay semi-annual dues of Two Dollars, in advance, on the first day of October and on the first day of April, respectively.

SEC. 5. Active members alone shall be entitled to vote and hold office, [but no member shall, by paying double dues or initiation fees, be entitled to cast additional votes at any election.]‡

SEC. 6. Any person may become a life member of this Association upon the payment of twenty-five dollars, and he shall be subject to the same rules and regulations (except the payment of an initiation fee and semi-annual dues) and be entitled to the same rights and privileges as active members, save the right to vote and hold office.

SEC. 7. Persons of distinction may be elected honorary members by the Board of Directors, and shall be entitled to the same privileges as active members, with the exception of the right to vote and hold office.

SEC. 8. Membership shall be requisite to make a person eligible to any office, after the first election of officers; which shall be as hereinafter described.

*Amendment adopted annual meeting, 1879.

†Amendment adopted May, 1873.

‡Added at annual meeting in 1881.

SEC. 9. If the dues of any member remain unpaid for the term of six months, his privileges and rights of membership shall be forfeited, unless his delinquency be excused by the Board of Directors.

SEC. 10. There shall be an annual meeting of the members of the Association on the second Tuesday in May, for the purpose of receiving the reports of the Treasurer and Board of Directors, and for the transaction of such other business as may be presented.

SEC. 11. The President, at the request of the Board of Directors, or at the written request of a majority of the active members of the Association, stating the reason therefor, shall call a meeting for the transaction of special business, two weeks notice therefor having been given.

ARTICLE II.—OF OFFICERS.

SECTION 1. The officers of this Association shall be a President, Vice-President, Secretary, Treasurer, and (nine Directors, to be elected annually, by general ticket) a majority of all the votes polled being necessary to a choice. All of the officers elected shall, together, constitute a Board of Directors.

[The Board of Directors shall consist of twelve, instead of nine Directors. At the first meeting of the Board after the next annual election, said Board shall be divided by lot into three classes of four each, one to continue in office for one year, another for two years, and the other for three years; so that one-third of said twelve Directors shall go out of office each year.] *

SEC. 2. The President shall preside at the meetings of the Association, preserve order therein, and in case of an equal division of the members on any question, give the casting vote.

SEC. 3. The President of the Association shall be

*Amendment adopted by the Association May, 1874.

ex-officio President of the Board of Directors, in which capacity he shall give only a casting vote.

SEC. 4. The Vice-President, in the absence of the President, shall perform all the duties of that office.

SEC. 5. The Secretary shall keep an accurate record of the transactions of the Association, and of the Board of Directors, shall notify officers of their election, give notice of the meetings of the Association and of the Board, and perform all other duties usually incident to that office. [The Secretary shall give bond for the same amount and in like terms as the Treasurer.]*

SEC. 6. The Treasurer shall, within ten days after notification of his election and before entering upon the duties of his office, execute a bond with sufficient security, to be approved by a majority of the Board of Directors, in the sum of two thousand dollars, payable to the Association, and conditioned upon the faithful discharge of his trust. He shall receive all dues and donations of money; pay all drafts on him, when signed by the Secretary and countersigned by the President; and keep a regular account of the financial concerns of the Association, and report the same to the Board of Directors whenever required; and also to the Association at each annual meeting, with satisfactory vouchers for his expenditures and disbursements.

SEC. 7. The Board of Directors shall have full power to appropriate funds, enact by-laws, and conduct the affairs of the Association. The Board shall meet at least once in each month, for the transaction of business, and at the annual meeting report its proceedings for the last year, and the state of the Association.

SEC. 8. In case of flagrant official or personal mis-

*Amendment adopted by the Association May, 1874.

conduct, the Board of Directors shall have the power, by a vote of three-fourths of the members, to expel a member of the Board—two weeks' notice of the charge against him having been previously rendered in writing to the Secretary; and in case of flagrant misconduct on the part of any member of the Association, the Board of Directors shall have the power to suspend said member by a vote of three-fourths of their number—two weeks' notice of the charges having been given him in writing by the Secretary, and the privilege of appeal to the Association being reserved to him at the succeeding annual meeting for its decision thereon, as to his restoration or expulsion.

SEC. 9. In case vacancies occur in the Board of Directors, the Board shall have power to fill such vacancies for the unexpired term, by appointment.

SEC. 10. The Board of directors shall appoint from the members composing its own body, committees on Finance, on the Library and Rooms, on Lectures, and such others as it may deem necessary, and shall prescribe their respective duties.

SEC. 11. There shall be an election for officers of this Association on the first Monday night succeeding the adoption of this Constitution, and on the first Tuesday succeeding each annual meeting, the polls to be opened at two o'clock, P. M., and no member shall be entitled to vote who is in arrears for dues.

SEC. 12. Four weeks previous to each election for officers of the Association, subsequent to the first, the Board shall give public notice thereof, and shall also appoint inspectors to superintend said election; and if a failure to elect a Board of Directors, or any part thereof, shall occur, said inspectors shall order a new election to be held within one week thereafter to fill such vacancy.

SEC. 13. The Board of Directors shall enter upon

the performance of its duties on the Tuesday next succeeding its election.

ARTICLE III.—OF THE LIBRARY AND READING ROOM.

SECTION 1. The Board of Directors shall have power to make all proper provisions and regulations for the preservation, management and direction of the Library and Reading Room.

SEC. 2. It shall be the duty of the Board to appoint a Librarian, with such assistant as may be deemed necessary, and to require him to execute a bond in the sum of two thousand dollars, payable to the Association, with good and sufficient security, to be approved by a majority of the Board, conditioned upon the faithful discharge of the duties incumbent upon him.

ARTICLE IV.—OF DONATION AND BEQUESTS.

SECTION 1. In case any money shall accrue to the Association by gift or demise (without condition as to the mode in which such donation shall be expended), it shall be the duty of the Board of Directors to fund the money thus acquired in such securities as shall be approved by two-thirds of its number, and no part of the principal of such funds shall be expended for any purpose whatever, without the previous sanction of two-thirds of the members present at a special or annual meeting of the Association.

SEC. 2. In case real estate or personal property of any description shall accrue to the Association by gift, grant, bequest, or demise (without condition as to the mode of disposition), said property shall be managed, controlled, and disposed of, subject to the discretion of the Board of Directors.

ARTICLE V.—AMENDMENTS.

SECTION 1. There shall be no alteration in this Constitution, unless the same shall have been proposed to the Board of Directors at least one month previous to an annual meeting, and then approved by two-thirds of the members of the Association present at such meeting.

BY-LAWS.

BOARD MEETINGS.

SECTION 1. The regular meetings of the Board of Directors shall be as follows:

The first meeting shall be held upon the first Tuesday night succeeding the annual election.

All other regular meetings shall be monthly, and shall be held on the first Tuesday night of each month, unless temporarily changed by a majority of the Board.

Special meetings may be called at any time by the President, or, in his absence or sickness, by the Vice President, or, upon their declension, by five members of the Board. The call shall be made in writing, stating time, place, and purpose of the meeting, and shall be sent to the Secretary.

NOTIFICATIONS.

SEC. 2. The Secretary shall, prior to each meeting of the Board, whether regular or called, give notice thereof to each member, either personally or by letter or postal card, stating in said notice the time and place of said meeting, and if the meeting be a called one, the object thereof.

QUORUM.

SEC. 3. Seven members of the Board shall constitute a quorum, at any meeting for the transaction of business, though a less number may adjourn a meeting to another time, or *sine die*.

PUNCTUAL ATTENDANCE.

SEC. 4. Every Officer and Director is required to attend every meeting of the Board of Directors, and to be punctual unless he has good excuse, so that the Board may effectively and speedily attend to the business before it; and if any member of the Board shall, without good excuse, to be judged of by the Board, be absent from two successive regular meetings, of which he has been notified, he shall be deemed to have resigned his place, and the Board shall proceed to fill his vacancy, as provided in cases of other resignations.

SMOKING AND CONVERSATION.

SEC. 5. After any meeting has been called to order, smoking and general conversation shall cease, and shall not be allowed.

OPENING OF THE MEETINGS—QUORUM

SEC. 6. The President, and in his absence the Vice President, shall preside. Punctually at the time named for the meeting he shall call the Board to order, and direct the Secretary, or in his absence, a member of the Board, to call the roll and note the absentees. If a quorum be not present, the Board may adjourn, as hereinbefore provided, but can attend to no business.

ORDER OF BUSINESS AT DIRECTORS'
REGULAR MEETINGS.

SEC. 7. The order of business at Directors' regular meetings shall be as follows:

1. Reading, correcting and approving minutes of last meeting.
 2. Resignations.
 3. Election of Officers, Directors and new members.
- All Officers and Directors shall be elected by viva voce vote.

4. Reports of Standing Committees.
5. Reports of Special Committees.
6. Reports of Secretary and Treasurer.
7. Presentation of petitions, communications, memorials.
8. Unfinished business of last meeting.
9. New business.
10. Presentation of bills and accounts.
11. Any business not included under above heads.
12. Adjournment.

ORDER OF BUSINESS AT DIRECTORS' CALLED MEETINGS.

SEC. 8. The order of business at Directors' called meetings shall be as follows:

1. Roll call.
2. State of business for which meeting was called and consideration thereof.
3. Elections of new members.
4. At such called meetings there may also be considered any business that may be transacted at a regular meeting in the same order that it might there be considered, but no Committee or Officer need make any report at such meeting, unless such be the object of the meeting, or he or it be so directed by some previous meeting.

ORDER OF BUSINESS TO BE CALLED.

SEC. 9. No motion for adjournment shall be entertained over the objection of any member of the Board until the call of the order of business is completed.

CONSIDERATION OF REPORTS.

SEC. 10. Whenever a report is read it shall be considered received without any motion being made to that effect, unless objection shall be made thereto.

But no action of the Board shall be had upon or concerning such report until the head of new business is reached in the order of business, when such reports, with the recommendations therein, shall be considered and acted upon.

MOTIONS IN WRITING.

SEC. 11. Every resolution or motion requiring the making of a contract, or the expenditure of money, shall be reduced to writing before it will be entertained by the presiding officer; and every other resolution or motion shall be reduced to writing when ordered by the presiding officer or any member of the Board; and all written resolutions or motions must be handed to the Secretary and read by him before they shall be debatable.

STANDING COMMITTEES, &c.

SEC. 12. The President, acting for the Board, shall, unless otherwise instructed, appoint all committees. He shall, at the first meeting of the Board newly elected, appoint four Standing Committees, of each of which the Vice-President shall be *ex-officio* a member, as follows :

1. A Committee on Library and Rooms.
2. A Committee on Finance.
3. A Committee on Lectures.
4. A Committee on Entertainments.

And during the year 1880 a Building Committee.

All of said Committees shall be subject to the Board. Each of said Committees to meet at least twice a month to consider business, consult and devise new plans for welfare of Association.

The Committee on Library and Rooms shall have general supervision and control of the Library and the property therein, and the conduct thereof, and shall

purchase all supplies needed therefor, and necessary for the care thereof.

The Committee on Finance shall have general supervision of the finances of the Association, and shall devise ways and means to advance the financial interests of the Association.

The Committee on Lectures shall have general supervision of the lectures given under the auspices of the Association, and shall make all arrangements necessary to comply with the requirements of the Constitution relating thereto.

The Committee on Entertainments shall take charge of all the entertainments, exhibitions and picnics of the Association except fairs and anniversary exercises, and shall devise ways and means to make the same successful.

Any member may be relieved from serving by consent of the Board, or may be removed by a vote thereof for inefficiency or inattention to his duties, or malfeasance in office or for any other justifiable cause.

CONTROL BY THE COMMITTEES.

SEC. 13. All Committees shall, subject to the control of the Board, have entire control and direction in the execution of all matters and details in their respective departments, and in all matters referred to them.

POWER TO CONTRACT DEBTS, OR CONTRACT.

SEC. 14. No Committee shall have any power to make any contract or to bind the Association, unless such Committee shall first have had power granted to it, by a vote of the Board.

REPORTS OF COMMITTEES AND OFFICERS.

SEC. 15. Each Committee appointed, whether it be a Standing Committee or a Special Committee, is required to make a full and detailed report at each regular meeting of the Board of the condition of the business under its control, and of its acts and purposes.

The Secretary shall report at each monthly meeting the amount of money collected, naming the character of the funds, whether for ordinary dues or for the permanent fund.

The Treasurer shall report at each monthly meeting the condition of the Treasury—the amount received, paid out, and still on hand—in what the assets consist, and to what fund they severally belong. And such reports shall be recorded and filed by the Secretary.

BILLS TO BE AUDITED.

SEC. 16. The Chairmen of the several Committees shall carefully examine and audit all claims against the Association pertaining to their respective departments, and shall then deliver them to the Chairman of the Finance Committee for presentation to the Board for action thereon at the proper time.

But the Finance Committee shall approve no claim unless it has been placed in the hands of said Committee at least 5 days before the next meeting of the Board of Directors which passes upon the same.

They shall, in their monthly reports, call the attention of the Board to said claims, making such explanation as they deem proper concerning them.

COLLECTIONS, BOOKS, &c.

SEC. 17. All moneys received by the Association shall pass through the hands of the Secretary, who shall turn them over to the Treasurer, taking his re-

ceipt therefor, stating in said receipt to what fund they belong; and all books of the Association for that purpose shall be so kept as to show the exact standing of each member with the Association, and also the amounts of money received and paid out upon the ordinary and upon the permanent funds.

PRIVILEGES OF PRESIDING OFFICERS.

SEC. 18. The Presiding Officer may vacate the chair, and participate in the discussion of any matter before the Board. He shall preserve order and decorum. He may speak first, in preference to other members of the Board, on points of order. He shall decide all questions of order, subject to an appeal.

MODE OF ADDRESS BY MEMBERS.

SEC. 19. When a member of the Board is about to speak, he shall arise from his seat and address the presiding officer, and in his remarks he must confine himself to the subject before the Board. No personalities shall be indulged in.

NO POLITICAL OR SECTARIAN DISCUSSION.

SEC. 20. The discussion of political or sectarian subjects will not be permitted at any time. Neither the Librarian nor the Assistant Secretary shall be an officer of any political organization, nor shall either be a candidate for a political office, nor shall either use his influence with members of the Library, at the Library Hall or Building, for political purposes.

LENGTH OF SPEAKING.

SEC. 21. No person shall be permitted to speak at any one time longer than five minutes in discussing a question, unless his time be extended by the Board,

and no person shall be permitted to speak more than twice upon any question, unless by consent of the Board.

DEBATE MOTIONS.

SEC. 22. Every motion which finally disposes of the question, including motions to indefinitely postpone and to lay upon the table, unless for a later time in the same meeting, shall be debatable.

CALLING THE QUESTION.

SEC. 23. It shall be in the power of the Board at any time to cut off debate, but not amendments, and force a vote upon the immediate question before it, by any member calling for "The Question." When this is done the Presiding Officer shall say, "The question is called for; shall the call be sustained?" and if a majority of the Board vote to sustain the call, debate upon the immediate question shall cease.

COMMITTEES.

SEC. 24. Motions, resolutions, or reports, may be submitted to standing or special committees at the discretion of the Board.

YEAS AND NAYS.

SEC. 25. The yeas and nays shall be entered on the minutes on the call of any member of the Board.

TRIAL BY THE BOARD.

SEC. 26. Should the acts or conduct of any member or officer of the Board be called into question, such member or officer of the Board shall, after being fully heard in his defense, withdraw from the room, so that the Board may act fully upon the question, unless the Board vote for him to remain.

LIBRARIAN AND ASSISTANT SECRETARY.

SEC. 27. The Librarian and Assistant Secretary shall be elected by the Board, at the regular meeting in June in each year, and also whenever a vacancy occurs in either, and each shall hold his offices for the period of one year, unless sooner discharged by a vote of the Board.

DUTIES OF THE LIBRARIAN.

SEC. 28. It shall be the duty of the Librarian to attend the Library closely, and to strictly obey, and compel others to obey, all the rules made by the Board or the Committee on Library and Rooms for the government of the Library. He shall cause the Library to be opened at eight o'clock A. M., and keep the same open until nine o'clock P. M., except Sunday (on which day the Library shall be kept open from 8:30 to 10:30 A. M., and from 2 to 9 P. M.), and such other days as he may be ordered by the Board to close the same. He shall not absent himself from the Library during any of said hours, except one hour and a half for dinner, and also one hour for supper, each day, and also every alternate night, unless as to said night service by an arrangement between him and the Assistant Secretary it is otherwise agreed between them. During his absence for dinner and supper, and at night, as aforesaid, it shall be the duty of the Assistant Secretary to attend the Library as Librarian. He shall do all in his power to add new members, and advance the cause of the Association. He shall be responsible for all the books and other property committed to his charge. He shall make monthly reports, in writing, to the Committee on Library and Rooms, and in them shall give full detailed statements of the condition of the Library, the number of books therein, the number of books out, the number of books needing re-binding, the number and names

of all delinquents, and the nature of their delinquencies, the amount of money collected as fines, and all such other matters as he may be required to report by the Board or the Committee on Library and Rooms. He shall charge all books at the time they are taken out, and credit them as soon as they are returned, and he shall not permit any book or periodical to be taken from the room, even temporarily, unless charged to the borrower. He shall permit no member to take more than one book at a time from the Library, unless the same be a work of more than one volume, in which event he may permit two volumes to be taken, and he shall not permit any volume to be retained more than two weeks without a renewal of the drawing, and he shall allow no second renewal to be made without special permission of the Board. He shall, without fear or favor, assess and collect a fine of ten cents per week for each week a book is detained over that time. He shall send for all books detained one week over time at the expense of the delinquent borrower, and he shall permit no delinquent in arrears in the payment of any fines, damages assessed, or expenses, for violation of the rules, to take another book until such fines, damages, and expenses are paid. He shall hold all persons taking books from the Library responsible for their loss or injury. He shall assess the damages done to books by pen or pencil marks, or mutilation, or bad usage, at the time they are returned, and then collect the same. He shall permit no borrower to loan the books out of his own household. He shall, under the direction of the Committee on Library and Rooms, and with the aid of the Assistant Secretary, in the month of April of each year, make out a complete inventory of the property of the Association, and deliver it to the committee on Library and Rooms for presentation to the Board. He shall take no part—other than to

vote—and shall not use his influence in any Library election, and whenever he does so, that shall at once work his discharge without further action of the Board being necessary. He shall give a bond with approved security, in the sum of two thousand dollars, conditioned to faithfully discharge all the duties of his office. He shall not be paid any salary for any time prior to giving said bond.

The office of Assistant Librarian was, by resolution, abolished July 2d, 1889.

On July 7th, 1891, the salary of the Librarian was fixed at \$65.00 per month, until changed by the Board.

On January 15th, 1890, the salary of Assistant Secretary was made Forty Dollars per month, from January 1st, 1890.

NON-RESIDENTS.

Non-residents shall be allowed the privilege of the Library for 50 cents per month, by depositing \$2.00 as security.

ASSISTANT SECRETARY.

The Assistant Secretary is required to report the reason of all resignations and the state of accounts of persons resigning.

BILLS.

All bills due by the Library Association shall be presented on or before the first of succeeding month, and then it shall be the duty of the Assistant Secretary to hand such bills to the several committees for their investigation and approval, and presentation to the Finance Committee at the regular monthly meeting succeeding.

COMMITTEE ON GEORGIA HISTORY AND ARCHIVES.

There shall be a standing Committee of Five (5) on Georgia History and Archives.

NEW MEMBERS.

SEC. 30. New members may be admitted to the Association at any meeting of the Board, upon presentation of their names by any member thereof.

PAYMENT OF DUES.

SEC. 31. No person becoming a member of the Association shall be entitled to any privilege as such until his dues to the next semi-annual collection day, as fixed by the Constitution, are paid.

DEPOSITS.

SEC. 32. When a person shall apply to the Librarian for membership, and shall deposit with him the dues, as prescribed in the preceding clause, the Librarian is authorized by the Board, in his discretion, to allow such person to take out the books of the Association as a member, until next meeting of Board.

BONDS.

SEC. 33. The Secretary, Treasurer, and Librarian shall each execute the bond required of him, with sureties, before he enters upon the discharge of his duties. Said bonds are to be submitted to the Finance Committee, and approved or rejected by it. And said Committee shall report at the next regular meeting of the Board after each officer is elected or appointed. The Secretary shall be the custodian of all bonds except his own, and his bond shall be kept by the Treasurer.

LIBRARY COMMITTEE.

SEC. 34. The Committee on Library and Rooms shall make such other special rule for the guidance of

the Librarian and for the control of its department as are not in conflict herewith. Said special rules are always subject to be reviewed, changed or abolished by the Board.

RULES FOR ANNUAL MEETINGS.

SEC. 35. At each annual meeting the President, or in his absence the Vice-President, shall preside.

ORDER OF BUSINESS AT ANNUAL MEETINGS.

SEC. 36. The order of business at each annual meeting shall be as follows :

1. Reading, correcting and approving minutes of last annual meeting.
2. Reading reports of Treasurer and the various Standing Committees.
3. Reading report of President.
4. Consideration of reports and any recommendations therein.
5. New business.
6. Nominations of candidates for Officers and Directors.
7. Adjournment.

ANNUAL ELECTIONS.

SEC. 37. The polls shall be opened at each annual election at two o'clock P. M., and remain open until eight o'clock P. M.

JEFFERSON'S MANUAL.

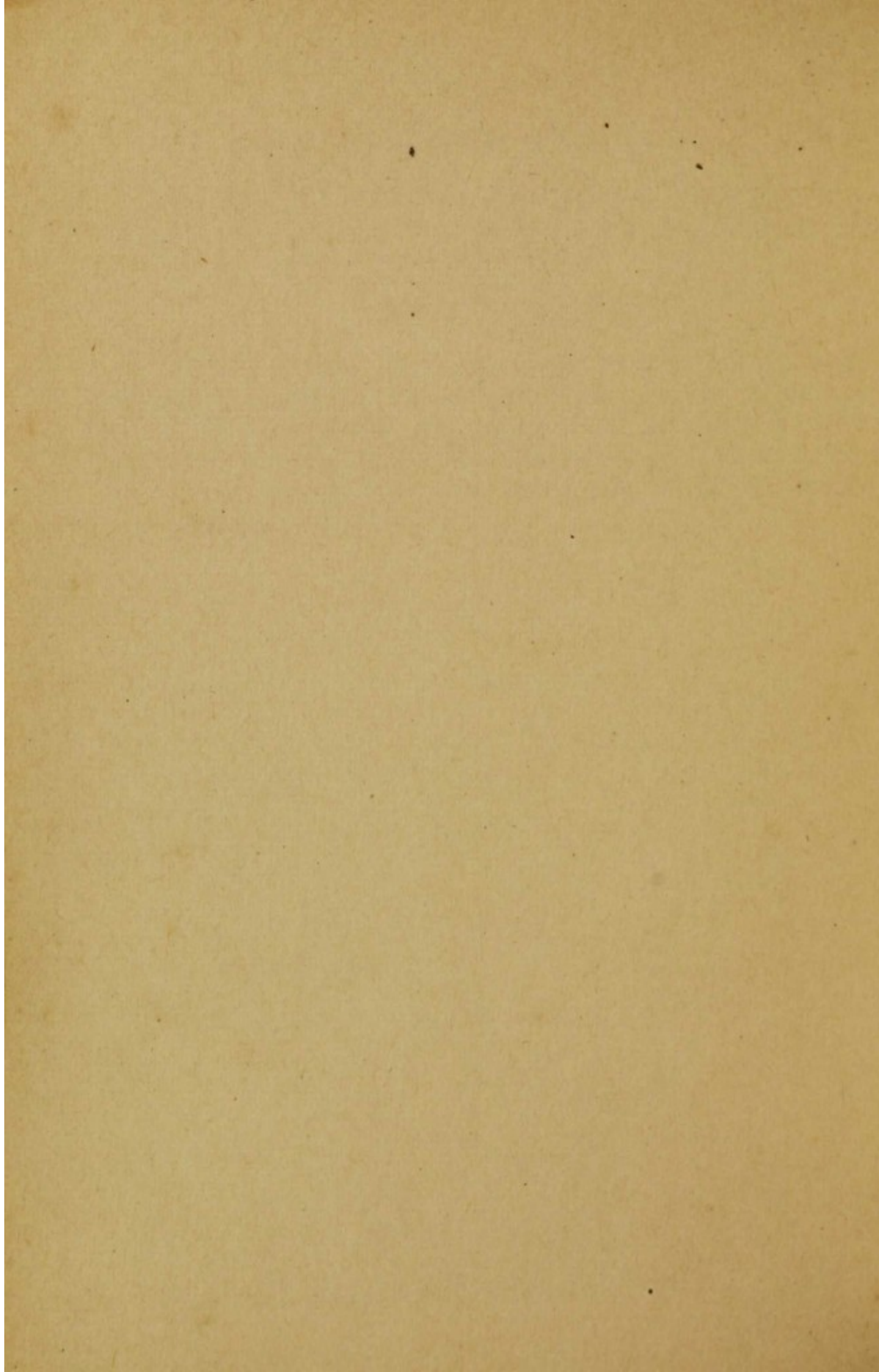
SEC. 38. In all matters not specially provided for in the Constitution or the Rules concerning debate, or the government of the Board, Jefferson's Manual shall be the law.

SUSPENSION OF RULES.

SEC. 39. Any standing rule of the Board may be temporarily suspended during any meeting by the unanimous vote of those present.

AMENDMENTS.

SEC. 40. These By-Laws may be amended at any regular meeting of the Board, by a majority vote, provided the proposed amendment is submitted to the Board in writing at the regular meeting next preceding the one at which the vote upon the proposed amendment is to be had.



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