

ASSOCIATION OF AGRICULTURAL LIBRARIANS
AND DOCUMENTALISTS OF INDIA

(Memorandum of Association)
(Registered under Act XXI of 1860)

1. Name:

The name of the Association shall be “Association of Agricultural Librarians and Document lists of India (AALDI)

2. Objects:

- i) To improve the Services, teaching, research and other activities of Libraries, Documentation Centers, Information Communication Centers in Agro-biological areas.
- ii) To improve the working conditions and welfare of personnel engaged in such Activities to promote the aforesaid objectives of the Association.
- iii) To take all such action or actions as may be incidental or conducive to the attainment of any or all of the objects of the Association

3. Membership:

The membership of the Association is open to:

- i) The trained professionals in Librarianship, Documentation Reprography, etc. working in Libraries, Documentation Centres, Information and Communication Centres and Teaching Departments of Agro-biological areas.
- ii) Retired personnel of such categories as are detailed above.
- iii) All persons interested in the development of Agricultural Libraries and directly related to such activities in Agro-biological areas.

4. Categories of Membership:

The Society shall consist of:

- i) Ordinary members on payment of an annual subscription of Rs.10/- (Rupees ten only) per hand for each calendar year.
- ii) Institutional members on payment of an annual subscription of Rs.25/- (Rupees twenty five only) for each calendar year. This membership is open to nonprofit making concerns only.
- iii) Corporate member, on payment of an annual subscription of Rs.50/- (Rupee fifty only) for each calendar year. This membership is open to profit making organizations only.

- iv) Life membership on payment of a subscription of Rs.100/- (Rupees one hundred only) at one time.
- v) Honorary members are to be approved by 2/3rd members of the Executive Council. No membership fee is required to be paid by or on behalf of the Hony. Members.

5. Conditions of membership:

- i) Candidates for membership shall be nominated by any two members of the Association and admitted to membership on their names being approved by the Executive Council. (This clause will be applicable only after the meeting of the General Body of the Association.)
- ii) The Excusive Council may terminate any membership if subscription is in arrears.
- iii) The Executive Council may cancel the membership whose conduct. Is, in its opinion, prejudicial to the interests of the Association but such member shall be given an opportunity to present an explanation to the Council before final action is taken.

6. Voting Rights of Members:

- i) Each category of member shall have one vote in the election of member for the Executive Council. The members will not have voting right unless he pays the arrears of membership Subscription.

7. Withdrawal of Membership:

A member may withdraw from the Association by applying to the Secretary. The Association, however, shall not be liable to return the membership subscription,that might have been paid the member in advance.

8. Administration:

The administration of the Association's affairs shall vest in an Executive Council, Consisting of :

- a) President
- b) Senior Vice-President
- c) Vice-President
- d) Secretary
- e) Joint Secretary
- f) Treasurer-cum-Chief Editor of Publications
- g) Five more members with not more than one from a single institution shall be elected.
- h) Two members, may be co-opted by the Council on being nominated by the Secretary.

9. Term of office bearers:

Members of the Executive Council shall normally hold office for two years only.

- b) No individual should be elected for more than two Consecutive terms for the same post of

office bearers.

C) Non-members /defaulters shall not hold any post in the Executive Council.

10. Election of Executive Council:

- a) Elections to total members of Executive Council and the Secretary shall be carried out by secret ballot system. Votes may be cast either in person or through post.
- b) The respective office bearers other than Secretary shall be elected by the executive Council members by Secret ballot system.

11. Powers & Duties of Executive Council:

The Executive Council shall have the general powers of Supervision of the affairs of the Association. The Council shall manage these affairs in accordance with the rules and regulations of the Association and such general or special directions, not being inconsistent with either the Constitutions or the Rules and Regulations of the Association, as may be approved by the Annual General Meetings of the Association.

The actual methods of all operations shall have to be finally decided by the Council for carrying out elections and to fulfill all other aims and objectives of the Association.

The Council shall form sub-committees/regional committees if necessary, for carrying out the objectives of the Associations.

12. Donation & Subsidies:

The President/Secretary/Treasurer-cum-Chief Editor shall accept the donations or Subsidies on behalf of the Association to carry out the aims and objectives of the Association (MLDI).

13. Duties of the Office Bearers:

(A) Duties of the President:

- i) To preside over all meetings of the Association and of the Council and to regulate the Proceedings at such meetings.
- ii) To ensure due effect being given to these rules and regulations made by the Association.
- ii) In case of doubt as to the interpretation of any of these rules, to decide on the interpretation. In such case the President's interpretation shall hold until the next meeting of the council when the interpretation of the rule should be discussed and finally determined.

(B) Duties of the Vice President :

In the event of President's inability to fulfill his duties, the Senior Vice-President/Vice-President shall act as president. The Senior Vice-President-Vice-President shall have all powers of the President during the time he so acts.

(C) Duties of the Secretary:

- i) To conduct the correspondence of the Association and of the Council and to sign all letters and papers meeting from the Association.
- ii) To attend the meeting of the Association and of the Council, to take minutes of the proceedings of such meetings during their progress and at the commencement of every such meeting, to read aloud the minutes of the previous meeting.
- iii) To be ex-officio member of all subcommittees appointed by the Council
- iv) To co-opt two Council members by nomination to assist the Secretary/Treasurer- cum- chief editor in routine work as per provision in Clause No. 8(h)

(D) Duties of Joint Secretary:

Joint Secretary shall act as the Secretary in the event of the Secretary's inability to fulfill his duties with the prior permission of the Council President/Secretary.

(E) Duties of the Treasurer-cum-Chief Editor:

- i) The Treasurer-cum-Chief Editor shall receive and hold for the use of the Association all money paid to the Association; he shall disburse all sums due from the Association and shall keep exact accounts of all such receipts and payments. Disbursement exceeding rupees fifty shall be made only by written order or the Secretary. The Treasurer-cum-Chief Editor shall be ex-officio member of all committees appointed by the Council.
- ii) The Treasurer-cum-Chief Editor of Publications shall be responsible for the preparation and printing of the Publications of the Association and shall have the right of direct correspondence with the author and the press and members relating to finance and publications.
- iii) He shall keep stock of the Society's publications under proper record and safe custody.

(F) Duties of other members:

To carry out duty assigned by the Council/Secretary in conformity with the aims and objective of the Association.

14. Meetings :

- i) The General Body meetings of the of the Association will be held normally once a year. Seventeen members constitute a quorum.
- ii) Extra-ordinary or special General Meetings may be called either by the Executive

Council or by a requisition by at least 50% of the total members to the President of the Association.

- iii) Notice of the meeting shall be posted at least 15 days before the date of actual meeting under postal certificate.

15. Funds and Accounts :

- i) The Accounts and voucher of the receipts and expenditure of the Association shall be subject to the examination of the council at such intervals, as the Council may prescribe, and shall be subjected to annual audit. The annual statement of accounts shall after proper auditing, be circulated to the members along with the Annual Report.
- ii) All securities and money of the Association shall be in a Bank under a joint account. The Hony. Treasurer & one Executive Committee Member shall jointly operate the account.
- iii) Money collected from the life members shall be kept as fixed deposit in a Bank.

16. Amendment of the Constitution:

- i) Proposals for additions to or the alternations in the existing rules by any ordinary Member or life Member of the Association shall be sent to the Secretary. So as to read him 30 days before the Annual General Meeting in which they are to be moved.
- ii) The Secretary shall circulate such proposals to all Ordinary Members of the Association, at least 15 days before the Annual General Meeting.
- iii) Proposal for additions to and alterations in the existing. Rules may be placed before the Annual General Meeting by the Council.
- iv) Such proposals shall be placed at the Annual General Meetings, and members may move amendments and accepted if carried by two-thirds majority of the members present in the voting.

17. Office :

The office of the Association shall be located with the address of the Secretary.