



# Reading Association

800 BARKSDALE ROAD, PO BOX 8139, NEWARK, DE 19714-8139, USA

Asociación Internacional de Lectura ● Association Internationale pour la Lecture

Telephone: 302-731-1600 ● Fax: 302-731-1057

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Alan E. Farstrup

An Incorporated Nonprofit  
Professional Organization

December 5, 1995

Rhonda Frederick  
301 N. Park Drive  
Arkadelphia, AR 71923

Dear Rhonda:

The bylaws of the Arkadelphia Area Reading Council of the International Reading Association have been approved.

Article I, has been changed to read: The council shall be called the Arkadelphia Area Reading Council, serving the area of Clark County per our phone conversation of November 29.

I have forwarded the approved bylaws to Barbara Calvarese so she can proceed with the chartering of the council.

Sincerely,

Lori Martin Copson  
Division of Professional Development

c: Alice Stovall  
Pamela Hoagland



INTERNATIONAL



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**EXECUTIVE DIRECTOR**

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November 21, 1995

Rhonda Frederick  
301 N. Park Drive  
Arkadelphia, AR 71923

Dear Rhonda:

The bylaws of the Arkadelphia Area Reading Council have been reviewed.

As stated previously the area that the council wishes to serve must be clearly defined within the bylaws to prevent any overlapping of area. The area of Clark County was released by the Southwest Arkansas Reading Council on March 22, 1995 for the Arkadelphia Area Reading Council to serve.

The statement "surrounding areas" listed in the bylaws must be deleted since the counties of Bismarck, Sparkman and Outachita are currently being served by other councils. The area of Gurdon appears to be within Clark County and would not need to be listed separately unless it crosses over into another county, in which case the area belongs to another council.

If you have any questions concerning the area that the council wishes to serve, please contact me at 1-800-336-READ, extension 237. Once the bylaws are approved we can proceed with the chartering of the council.

Sincerely,

Lori Martin Copson  
Division of Professional Development

c: Alice Stovall  
Pamela Hoagland

(501) 246-1148

APPROVED  
per phone 11/29  
Clark City only



**APPROVED**  
11/29/95  
JMC

ARKADELPHIA AREA READING COUNCIL  
an affiliate of the  
INTERNATIONAL READING ASSOCIATION

**CONSTITUTION AND BY-LAWS**

**ARTICLE I: NAME AND AREA SERVED**

The council shall be called the Arkadelphia Area Reading Council, serving the area of Clark County and surrounding areas including Bismarck, Gurdon, Sparkman and Outachita School District. ~~This council was released by the Southwest Arkansas Reading Council on March 22, 1995.~~ P  
NO

**ARTICLE II: NATURE AND PURPOSES**

The purpose of this council shall be:

1. To encourage the study of reading instruction at all educational levels throughout the Arkadelphia area.
2. To stimulate and promote developmental, creative, corrective, and remedial reading.
3. To assist in the development of more adequate teacher training programs.
4. To promote mutual understanding and cooperative work concerning reading among educators at primary, elementary and college levels.
5. To be involved in community services such as new born parenting skills, providing books for Christmas store for needy, etc.

**ARTICLE III: MEMBERSHIP AND DUES**

Section 1 - Eligibility: Membership in the council shall be open to all persons engaged in the teaching or supervision of reading at any school level, to parents, and to all others interested in the purposes of the council. OK

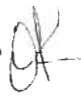
Section 2 - Dues: Each member shall contribute \$10.00 annually to the support of the Arkadelphia Area Reading Council.

Section 3 - IRA Membership: A council shall be in good standing and entitled to representation at the meeting of the International Reading Association Delegates Assembly if at least 10 members have paid dues to the Association for the current year. OK

Section 4 - IRA Dues: Membership in the International Reading Association is strongly recommended for all council members. Dues to the International Reading Association, which entitle members to certain benefits and services, may be collected by the council and sent to Association Headquarters or paid directly to Association Headquarters. OK


11/17/95

## ARTICLE IV - OFFICERS


Section 1 - Officers: The officers of the council shall be a president, president-elect, vice president, recording secretary, treasurer and historian. Any member in good standing who is also a member of the International Reading Association is eligible to be an officer of the council. 

**Rationale:** All officers of IRA councils MUST hold current membership in the International Reading Association. Officers and other council leaders need to be aware of the ongoing activities of the Association so they can effectively report on Association current events and achievements to their council members.

### Section 2 - Term of Office:

1. The term of office of each officer shall be one fiscal year. The Treasurer may serve three successive terms.
2. At the expiration of the President-Elect's term of office, he/she shall become the President for a period of one year. 
3. At the expiration of the President's term of office, he/she shall become the Past President for a period of one year.

Section 3 - Time of Assuming Office: Each officer shall assume the duties of office on July 1, following the election. The election shall have been completed by April 1.

Section 4 - Duties of the President: The President shall act as executive officer of the Arkadelphia Area Reading Council and shall preside at meetings. The President shall: (1) act ex officio as chairman of the Executive Board; (2) call and preside at all meetings of the Executive Board; (3) carry out such duties as the Executive Board shall assign; (4) appoint vacant standing committee chairpersons; and, (5) appoint other committees and chairpersons as needed. 

Section 5 - Duties of the President-Elect: The President-Elect shall: (1) assume and perform the duties of the President in the event of absence or incapacity of the President; (2) become President immediately and serve the unexpired portion of the President's term, should the office of President become vacant; and, (3) fulfill such duties as are assigned by the Executive Board.

Section 6 - Duties of the Vice President: The Vice President shall: (1) assist the President-Elect with responsibilities; (2) fulfill such duties as assigned by the Executive Board.

Section 7 - Duties of the Recording Secretary: The Recording Secretary shall: (1) execute the duties essential to the recording of all business and happenings at all general meetings and all meetings of the Executive Board; and, (2) keep a permanent book of the minutes of all meetings.

Section 8 - Duties of the Treasurer: The Treasurer shall: (1) have custody of the funds of the council which shall be deposited in the name of Arkadelphia Area Reading Council of the International Reading Association; (2) deposit said funds in the bank as directed by the Executive Board in the name of Arkadelphia Area Reading Council; (3) two members (President and Treasurer) will sign each check; and, (4) maintain an accurate record of the money received and money disbursed based on a budget.

Section 9 - Duties of the Historian: The Historian shall keep all items concerning activities of the Arkadelphia Area Reading Council. This collection will include all publicity which would be of historical value to the Council.

Section 10 - Duties of the Membership Director: The Membership Director shall: (1) be chairman of the membership committee of the local Council; (2) keep membership records updated; (3) maintain a current local mailing list; (4) actively encourage membership in the Arkansas State Reading Council and the International Reading Association; and, (5) serve as a member of the Executive Board.

#### ARTICLE V: EXECUTIVE BOARD

Section 1 - Membership: The members of the Executive Board shall include the elected officers of the Arkadelphia Area Reading Council and committee chairpersons.

Section 2 - Duties:

1. The Executive Board shall exercise supervision and control over all the activities of the Arkadelphia Area Reading Council and shall take such actions as are necessary to facilitate the purposes of the Arkadelphia Area Reading Council within the powers delegated by the Constitution and By-Laws.
2. The Executive Board shall be responsible for the expenditure of funds as outlined by the annual budget.
3. The Executive Board shall approve other expenditures as deemed necessary.

Section 3 - Quorum: A Quorum shall consist of a majority (51 percent) of the members of the Executive Board.

Section 4 - Meetings: The President may call such meetings of the Executive Board as are necessary to carry out the duties and responsibilities of the Executive Board.

#### ARTICLE VI: ASSEMBLY

Section 1 - Composition: The assembly shall consist of the Board of Directors and all other members of the council.

Section 2 - Function: The assembly shall be the legislative body of the council and shall have full power and authority over the affairs of the council, within the limits set by these bylaws. It shall have authority to review decisions made by the Board of Directors and to accept or reject them.

Section 3- Quorum: A quorum shall consist of 20% of all those eligible to vote in the assembly.

Section 4 - Meetings: The assembly of the Arkadelphia Area Reading Council shall meet four (4) times each year.

Section 5 - Notification of Meetings: At least two (2) weeks in advance of each meeting, the corresponding secretary shall notify all members of the date, time, and place of the meeting.

Section 6 - Amendments to the Bylaws: The assembly of the Arkadelphia Area Reading Council shall have the power to amend these bylaws as provided in Article XII.

## ARTICLE VII - NOMINATION AND ELECTION OF OFFICERS

Section 1 - Election: All officers, except the president and president-elect, shall be elected prior to April 1.

Section 2 - Nominating Committee: The Nominating Committee shall be composed of at least three (3) members appointed by the president and approved by the Board of Directors. The committee shall prepare a slate of nominees annually.

Each nominee must be a member of the International Reading Association. Advance consent to serve if elected from each nominee shall be secured by the committee.

Section 3 - Mode of Election: If the voting is to take place at a meeting of the council, the president shall give an opportunity to propose nominations from the floor for each office after the slate from the Nominating Committee has been presented including a short vita of each nominee. Voting shall be by ballot and there shall be two (2) or more nominees for each vacant elective office. Space shall be provided on the ballot form for the names of candidates nominated from the floor. A plurality of the votes cast shall constitute an election. In case of a tie, a ballot naming the nominees tied for most votes shall then be distributed. The results of the election shall then be announced.

Section 4 - Reporting: The president shall be responsible for reporting the newly elected officers to IRA headquarters via the state/provincial coordinator, using the official forms provided by the International Reading Association by the date specified on the form.

Section 5 - Term of Office: Each elected officer shall assume the duties of office on July 1 following the election and shall continue to serve for the duration of the term set in Article IV, Section 2.

#### ARTICLE VIII: MEETINGS

Section 1 - Number:

1. At least one regular local Council meeting will be held for each quarter of this school year.

#### ARTICLE IX: REPRESENTATION AT THE ANNUAL ASSEMBLIES

Section 1 - Representation Annual IRA Assembly: Representation of the council at the Delegates Assembly of the International Reading Association shall be in accordance with the bylaws of the International Reading Association as specified in the current International Reading Association Bylaws, which read as follows:

"Each local council of 10-50 members who have paid current dues to the [International Reading] Association shall be entitled to one delegate and an additional delegate for each 50 members who have paid current dues to the Association...One person may represent only one council in the Assembly. A council may send an alternate for each delegate; an alternate may vote only when the delegate is absent."

Section 2 - Representation Annual State/Provincial Assembly: Representation of the council at the annual state/provincial assembly shall be in accordance with that specified by the bylaws of the state/provincial council.

#### ARTICLE X: REFERENCE

Roberts Rules of Order shall serve as reference of authority regarding questions of procedure, order, and/or organization.

#### ARTICLE XI: DISSOLUTION

In case of the dissolution of the Arkadelphia Area Reading Council of the International Reading Association, any assets remaining after the payment of debts, or the provision thereof, will revert to the International Reading Association.

#### ARTICLE XII: AMENDMENTS

Section 1 - Origin: Amendments to the bylaws shall be proposed by (1) quorum of the Board of Directors or (2) a majority of the voting members present at a meeting of the council. All proposed amendments shall be sent to International Reading Association Headquarters for approval before presenting them to the members for adoption.

Section 2 - Procedures for Amending: Amendments may be adopted by the affirmative vote of two-thirds of the members present at a meeting of the council provided a quorum has been declared (see Article VI, Section 3). The amendments must have been presented at the previous meeting, or circulated to each voting member at least thirty (30) days in advance of the meeting at which the voting on the amendments is to take place.

Section 3 - Incorporation: Amendments adopted as described in Section 2 above shall be incorporated into these bylaws. Copies of all amendments shall be sent immediately to IRA Headquarters and to the state/provincial president and coordinator.

