

# Historic Libraries Forum

## Constitution

### • Aims

1. The Historic Libraries Forum aims to bring together those working in historic libraries, especially small, independent historic libraries, and others with an interest in them, to discuss issues of mutual interest and concern.
2. It will support the work of historic libraries by organising an annual meeting and thematic workshops, providing access to sources of relevant expertise, publishing guides and by other means. It will seek to improve standards and encourage good practice.
3. It will aim to provide support, advice and assistance, where possible, to historic libraries under threat. It will seek to give historic libraries a national voice, to raise awareness of them and to promote their interests, especially in contact with national and governmental bodies.
4. The Forum will seek to work with existing umbrella organisations, including the CILIP Library and Information History Group (LIHG), the Cathedral Libraries and Archives Association (CLAA), Association of Independent Libraries (AIL), the CILIP Rare Books & Special Collections Group (RBSCG), and the Bibliographical Society. It will maintain links with other bodies in the field.

### • Structure

1. The work of the Forum shall be coordinated by a committee, comprising at least six members.
2. The committee shall be empowered to take action on behalf of the Forum to fulfil its aims.
3. The founding groups (LIHG, CLAA, AIL) shall each nominate one committee member. Other committee members will be co-opted as needed.
4. Half of the serving committee shall constitute a quorum.
5. The committee shall elect from among its number a Chair, Secretary and Treasurer.
6. The Chair will not serve for longer than a three year term, but may serve further non-consecutive terms.
7. The Forum will establish its own bank account.
8. The Forum is a non-profit making body and has no power to make any distribution of profits, gifts, bonuses, etc. to its members. The committee is required to ensure it covers its costs across its range of activities. None of the founding groups shall be expected to underwrite its activities.
9. The assets of the organisation will be used only to further its aims.
10. On the winding up of the HLF, the Committee shall pay the surplus of funds of the Society to such other institution or institutions with similar aims as the Committee shall determine.

### • Membership

Membership of the Forum shall be free, and open to both institutions and individuals. The mailing list shall be maintained by a committee member. Members are people who support the aims of the Forum and who have asked to be put on our mailing list.

### • Meetings

There shall normally be one general meeting in each calendar year, and other committee meetings as necessary.