

Original base text from *Depository Library Council to the Public Printer: Information Guide*, available via fdlp.gov. Proposed changes are highlighted in yellow; deleted language is indicated with ~~strikethrough~~ text, and new language is indicated with text in *italics*.

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Bylaws of the Depository Library Council

MISSION

The mission of the Depository Library Council (the "Council") is to assist the Government Printing Office (GPO) in improving public access to government information through the Federal Depository Library Program (FDLP) and optimizing resources available for operating the Program.

Revised and adopted by Council on October 18, 2010

CHARTER PURPOSE

The purpose of the Depository Library Council ~~to the Public Printer~~ is to provide advice on policy matters dealing with the Federal Depository Library Program as provided in Title 44, U.S. Code. The primary focus of the Council's work will be to advise the ~~Public Printer~~ *Director of the U.S. Government Publishing Office (hereinafter "Director")*, the Superintendent of Documents, and appropriate members of GPO staff on practical options for the efficient management and operation of the FDLP.

The ~~Depository Library~~ Council shall be structured to provide the ~~Public Printer~~ *Director* with a diverse range of opinions and expertise. Additionally, it shall represent a cross section of the various types of libraries in the ~~Federal Depository Library Program~~ *FDLP*. In order to meet this goal, at least half of the Council's members shall work in Depository Libraries and have experience providing services for Government information.

Revised and adopted by Council on October 18, 2010

MEETINGS

The Council shall conduct a minimum of two official meetings each year, with the meetings to be held approximately six months apart (hereinafter referred to as the spring and fall meetings). Notice of official meetings of the Council shall be published in the Federal Register and communicated to members of Council at least 30 days prior to the meeting date. All such meetings will be open to the public. All votes and decisions of the Council, including official recommendations to the Director, will be conducted at the official meetings.

The Council may also conduct working sessions throughout the year. These working sessions typically will be held virtually by means of synchronous or asynchronous telecommunications (e.g., conference calls, email communications, etc.). The Council shall summarize any material discussions and actions taken during the working sessions and report on them at the next official meeting, as appropriate.

MEMBERSHIP

The Depository Library Council shall consist of fifteen members appointed by the Public Printer Director. The Council shall meet a minimum of twice each year with the meetings approximately six months apart (hereafter referred to as the spring and fall meetings). New members shall be appointed prior to the spring meeting and their term shall begin on June 1. Members shall serve three-year terms, with five members retiring each year on June 1 and five new members entering. Vacancies on the Council will be filled in cases where the remaining term is at least 1-1/2 years eighteen months. All appointments to Council will be made by the Public Printer Director after consideration of recommendations from Council, library associations, and others as deemed appropriate by the Public Printer Director. Council members should promptly notify the Director of any substantive changes in their employment status (e.g., change in employer, job duties, retirement, etc.). The Director may ask Council members to step down from the Council if s/he believes the change in employment status warrants such action. Members may be appointed for additional terms more than one term.

OFFICERS

Each fall, members of the Depository Library Council shall select a Chair-elect of Council. The Chair-elect shall assume the office of Chair immediately following the next spring meeting on June 1 of the following year. Members of Council may serve more than one term as Chair. The Chair shall preside over all meetings of Council, shall be responsible for the agendas for the fall and spring meetings, shall appoint such committees, working groups, or task forces as necessary to carry out the duties of Council, and shall serve as direct liaison between Council and the Public Printer Director. In the absence of the Chair, these duties shall be carried out by the Chair-elect or in absence of the Chair-elect by a designate appointed by the Chair.

At the spring meeting, members of the Depository Library Council shall select a Secretary of Council. The Secretary shall serve for one year and assume office prior to the fall meeting of Council on June 1. The Secretary may serve more than one term of office. It is the responsibility of the Secretary to coordinate the preparation of a summary report of each meeting for distribution to the Federal Depository Library community. The Secretary also shall summarize any decisions or actions taken during conference calls or other working sessions, and handle correspondence and other record keeping at the request of the Chair. In the absence of the Secretary, the Chair shall appoint a member of Council to serve in that capacity.

Notice of official meetings of the Depository Library Council shall be published in the Federal Register and communicated to members of Council at least 30 days prior to the meeting date. All such meetings will be open to the public.

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OBLIGATIONS OF COUNCIL MEMBERS

Members of the **Depository Library Council (DLC)** are expected to:

- Attend **if possible** an orientation for new Council members;
- Attend **DLC/FDLP conferences and all official Council** meetings, held twice per year (spring and fall);
- Participate in conference calls (usually on a monthly basis);
- Participate in committee work and other **DLC Council** assignments as needed (e.g., respond to requests for feedback from GPO);
- **Attend FDLP conferences, webinars, and other sessions as appropriate.**

GPO will pay travel costs for **DLC Council** members **for attendance at DLC/FDLP related to official Council** meetings and the orientation session.

Please note there may be potential outside work depending on the topic at hand.

Revised and adopted by Council on October 18, 2010

AMENDMENTS TO THE **CHARTER BYLAWS**

This document may be modified by the **Public Printer Director** or by a majority vote of Council.

Adopted as the Council Charter on November 1, 1993

Revised and adopted by Council on October 18, 2010

Revised and adopted as the Council Bylaws on [date], 2016