

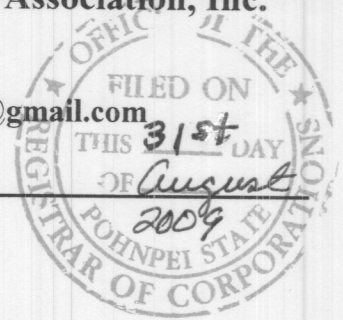
Libraries, Archives, & Museums of Pohnpei (LAMP) Association, Inc.

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**Executive Officers
2009**

Bruce Robert
President

Mike Chipen
Vice-President

Cartina Aisek
Secretary

Lerleen David
Treasurer

Dr. Sue Caldwell
Advisor

By-Laws

Article I. Name: As a non-profit organization, this organization shall be known as Libraries, Archives, & Museums of Pohnpei (LAMP) Association, Inc., located in Pohnpei State, Federated States of Micronesia.

Article II. Purpose: This organization shall:

- Foster public awareness of libraries, archives, and museums to advocate for libraries, archives, museums;
- Develop and promote programs for the extension and improvement of libraries, archives, museums;
- Encourage resource sharing among librarians, archivists, museum curators;
- Provide a vehicle for the exchange of ideas and information among libraries, archives, museums;
- Strengthen the administrative, institutional, and technical capabilities of each institution to enable them to be accountable, effective and transparent.

Article III. Definitions: As used in these by-laws, unless the context otherwise requires:

“Membership” means any individual or institution body who paid annual dues to this organization.

“Library” means any institution, office, or agency responsible for making “print or non-print” materials accessible to the community.

“Archives” means institutions, offices, or agencies responsible for archiving and preserving historical documents and artifacts in the state of Pohnpei.

Affiliated with the Pacific Islands Association of Libraries, Archives, & Museums (PIALA)



of Pohnpei.

“Officer” means the President, Vice-President, Secretary, or Treasure of the organization.

“Individual” means a person who is currently a paid member.

“Good Standing” refers to an individual, institution, agency, or office whose dues are currently paid.

Article IV. Membership:

§ 1. Membership: membership of this Association shall include all libraries, archives, museums, and record-keeping institutions or agencies which have registered, as provided in §3. Registration for Membership, of this Article, and pay for the fees (Individual or Institution membership) as provided in §4. Membership Fees. Membership for this organization shall be open to the general public, individuals, institutions, and corporate bodies that and who are willing to be part of this organization and that or who have complied with the requirement of Section 3 and 4 of this Article.

§ 2. Terms of Membership: the term of membership for this organization shall be one year.

§ 3. Registration for Membership: Registration for membership shall be made with the organization's officers. The secretary must keep a record of all members and the Treasurer must also keep an account of the dues paid annually. A registration application form must be completed and filed with the secretary.

§ 4. Membership Fees: members of this organization shall pay for a registration fee of \$10.00 for an individual and \$30.00 for an institution per year. The fee shall be deposited into the organization's savings account.

Article V. Officers: A person is eligible to run for office if he/she is a member in good standing. An absent member can be nominated for an office by any member of the Association. Officers shall consist of the positions: President, Vice-President, Secretary, Treasurer. An Advisor should be selected by majority vote from all members for the purpose of consultation.

Article VI. Election, Terms, Removal, and Resignation of Officers:

§ 1. Election of Officers: Officers shall be nominated and elected by majority votes of members on the second Friday of April of every odd year.

§ 2. Terms of Officers: Officers shall serve a two-year term provided that an officer may be removed as members deems necessary.

§ 3. Removal of Officers: Any officer who fails to attend four consecutive meetings may be

removed by majority vote of the members.

§ 4. Resignation of Officers: An officer may resign for any valid and good reason as the Executive officers deems appropriate. A resignation letter, stating the reason for the resignation, must be submitted to the remaining officers as early as possible through the Association's secretarys at least two weeks prior to resignation.

Articles VII. Duties of Officers:

§1. President: The President shall preside at all meetings and be the spokesperson during such meetings. He/she shall be responsible for external relations, budgeting, and all important aspects of the Association. The president shall be the chairperson of the External Affairs Committees [See By-Laws Articles IX, §5].

§2. Vice-President: The Vice-president shall act in place of the president when the president is not available or off island. The Vice-President shall be the chairperson of the Committee on Finance/Fundraising Committee [See By-Laws Article IX, §1].

§3. Secretary: The secretary must keep accurate and thorough records of all LAMP meetings. In addition, the secretary shall keep a roster of all members; prepare minutes, prepare the agenda, notify members of meeting at least three days in advance, and performed other secretarial and clerical duties as assigned.

§4. Treasurer: The treasurer must maintain accurate financial record of the Association's saving and other accounts. The treasurer collects paid fees, prepare financial statements, and reports during general meetings.

§5. Advisor: By recommendation of the membership of this organization, there shall be an advisor who shall be appointed by all members. It shall be the duty of the Advisor to give professional advises to the organization during meetings or upon request by the committees.

Article VIII. Voting:

§1. Individual vote: Each member of the organization shall cast one vote only. The President of the organization shall not normally vote except in cases to break a tie. All individual members present during meetings shall cast their vote.

§2. Institution vote: Each institution member shall cast one vote. All paid institution members must cast one vote per institution.

Article IX. Committees: Committees are established in order to move the Association forward. Chairperson of each committee is appointed by the president. Members of each committee is selected by majority vote of the current paid members. [See "Petition for Incorporation, Article XIII: Amendments, §1. Incorporators].

§ 1: Finance/ Fundraising Committee: Fundraising Committee is responsible for raising funds for the Association.

§ 2: Program Committee: Program Committee is responsible for any programs of the Association such as conferences or gatherings. Subcommittees for the Program Committee may be established as the chairperson of the committee deems necessary.

§ 3: Ad hoc Committees: A Special Committee shall be established when there is a need for special matters to be addressed. The Special Committee shall consist of members appointed by the President.

§ 4: Publicity Committee: The Publicity Committee shall be responsible for publicizing matters of the Association.

§ 5: External Affairs Committee: The External Affairs Committee shall be responsible for external matters of the Incorporation that have to do with other governments and agencies besides the government of the State of Pohnpei.

Article X. Meetings:

§1: Regular meetings: Regular meetings shall be held on the second Friday of January, April, July, & October; except when second Friday falls on a holiday, and then it will take place on the following Friday of that month.

§ 2: Special Meetings: Special meeting of this Incorporation shall be called by the President, Vice-President, or Chairperson of a committee for any special or urgent matters to be addressed.

§ 3. Executive meetings: Executive meetings of this incorporation shall be called by any executive officer for any urgent or special matters relating to the association in a timely manner prior to any regular or special meetings.

Article XI. Quorum:

§ 1. A quorum for a regular meeting shall be 2/3 of the members.

§ 2. A quorum for a special meeting shall be 2/3 of the members.

§ 3. A quorum for a committee meeting shall be 2/3 of the members.

Article XII. Association's Funds: Appropriation, Withdrawal :

§ 1. The Executive officers and the chairperson of each committee shall appropriate funds from the organization's saving account in order to carry out necessary functions and the amount agreed by LAMP members to be withdrawn from the passbook.

§2. Withdrawal slips of the Association's funds from its bank account shall be signed by the president and treasurer.

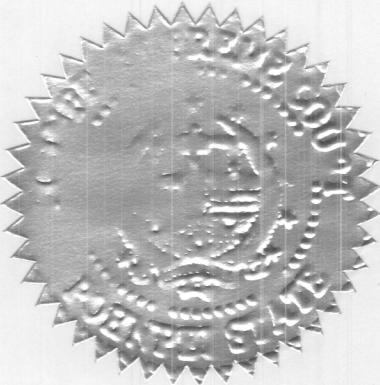
Article XIII. Amendment: The by-laws may be amended or repealed at any regular meeting at which time a quorum is present and new by-laws may be adopted.

Article XIV. Adoption: The by-laws are adopted and signed by the Executive officers of this organization on the _____ day of _____ 200__

Secretary: *[Signature]*

Date: 8/28/09

Subscribed and sworn to before me on this 28th day of August 2009



[Signature]
Asst. Clerk of Court
Pohapei Supreme Court