

Legislative Committee Standing Rules

The Legislative Committee is a standing committee of the Indiana Library Federation Board of Directors. The Legislative Committee, a recognized administrative unit of the Indiana Library Federation, adheres to the latter's bylaws, policies, and procedures.

Purpose

To guide the legislative initiatives of the Indiana Library Federation.

Membership

The Legislative Committee shall consist of at least eleven (11), but not more than sixteen (16) voting members, and five (5) non-voting ex-officio members. The voting members shall serve a term of three years, except for the Indiana Library Federation president who shall serve a term of one (1) year, co-terminous with the office of president. All appointments to the committee are approved by the Indiana Library Federation Board of Directors. A voting member may be reappointed for one consecutive term of three (3) years when appropriate. The representation on the committee shall be as follows:

Voting Members

Two (2) Co-Chairs, appointed by the ILF President

One (1) Legislative Network Coordinator, *recommended by the Legislative Committee*

One (1) Federal Legislative Coordinator, *recommended by the Legislative Committee*

One (1) School Library/Media Center, *recommended by AISLE*

One (1) Liaison to AISLE Board of Directors

One (1) Academic Librarian, *recommended by LALA*

One (1) Liaison to AILA Board of Directors, *recommended by LALA*

Five (5) Public Librarians, *recommended by IPLA with at least two from a large library and at least two from a medium or a small library)*

One (1) Liaison to IPLA Board of Directors

One (1) Liaison to ILTA Board of Directors, *recommended by ILTA*

FOIL – One (1) Liaison to FOIL Board of Directors

Non-Voting Ex-Officio Members

ILF President.....	1
Legislative Advocate(s).....	2
ILF Executive Director.....	1
State Librarian or his/her designee.....	1

Officers

Co-chairs shall be appointed for a term of three (3) years by the president of the Indiana Library Federation with the term beginning July 1 upon the approval of the Indiana Library Federation Board of Directors. The terms shall be staggered and are subject to re-appointment. If a position is vacated prior to the end of term, the ILF board president shall appoint someone to complete the un-finished term. An archival file of minutes, member roster, and annual report shall be maintained by the co-chairs and passed on to the subsequent co-chairs.

Duties

The responsibilities of the Legislative Committee are as follows:

1. To make legislative recommendations to the Indiana Library Federation Board of Directors for approval.
2. To determine strategy on legislative issues and give direction to the Indiana Library Federation legislative advocate.
3. To work for the passage or defeat of specific legislation.
4. To secure bipartisan co-sponsorship for legislative measures.
5. To coordinate and maintain a Legislative Network to assist in the accomplishment of the above duties.
6. To have interaction with other Indiana Library Federation committees.

Advisors

At times it may be advantageous because of geographic location, access to a specific legislator or experience with the historical overview of legislative activity regarding Indiana libraries, to seek the assistance of other individuals from the Indiana Library Federation membership. These individuals would not have a vote on committee matters.

Core Values

The Indiana Library Federation Legislative Core Values are the position statements adopted by the membership which serve to direct the position statements under which the committee shall carry out its duties. Any changes in the Core Values must be approved by the participants at the Annual Legislative Forum.

Communication

The adopted legislative platform will be disseminated to the Legislative Network Liaisons at District meetings, through *Focus*, via e-mail, direct mail, or fax, and/or website.

It is essential that new or different strategies be communicated as quickly as possible to keep the Network as knowledgeable as possible. Timely and clear communication with the Indiana Library Federation Board of Directors and executive director is also important as the Indiana Library Federation Board of Directors retains the right to overrule a position or policy adopted by the Legislative Committee.

The Legislative Advocate or the Legislative Committee chair shall attend the Indiana Library Federation Board of Directors meetings or submit a written report of the Legislative Committee activities.

Legislative Program

1. The Legislative Committee will secure the broadest possible membership input to the development of the legislative platform. A procedure that allows time for community discussion, input and consensus building has been developed. Using this procedure, the committee will give full consideration to all requests for legislation.
2. Through the Indiana Library Federation website, members may access a form for submission of ideas and issues. As well as providing a suggestion for legislation, the submitter will be asked to assist in the research on the proposal.
3. The Legislative Committee will have a forum to present the findings from the research and to present a

platform of proposed legislation. At this forum, the committee will also inform the library community of those ideas that will not be pursued at that time and why. Suggestions for legislation will be accepted up to and including the day of the Forum. The Legislative Committee realizes that last minute issues may still arise and the committee stands ready to convene for a presentation from the library community about these issues.

4. The Indiana Library Federation Annual Conference will have a Legislative Forum to gather more information and ideas for legislation. The interactive forum among the committee, the advocate(s), and the library community will provide an opportunity for discussion and questions about suggested legislation from the library community, as well as suggestions from the Legislative Committee. The Legislative Committee will document suggested issues.
5. After input from the library community has been received, the Legislative Committee will formulate and recommend an Indiana Library Federation Legislative Agenda to the Indiana Library Federation Board of Directors. The agenda should be defined clearly and specifically to permit clear communication to the Network and should reflect as closely as possible the general language that will be included in the draft of the bill(s).
6. The Indiana Library Federation Board of Directors will approve, disapprove, or amend the legislative agenda. The adoption of the legislative agenda by the Indiana Library Federation Board of Directors empowers the Legislative Committee and the Legislative Advocate(s) to take action on behalf of Indiana Library Federation.
7. Legislation presented by a library, library organization or an individual outside this process will be evaluated by the Legislative Committee. If it is determined that the legislation will not have a negative impact on the library community as a whole, the Indiana Library Federation will not oppose it. If however, it is determined that the legislation could have an adverse impact on libraries within the State of Indiana, the Indiana Library Federation may work to defeat the bill. The possibility would also exist that this type of legislation would be endorsed by the Legislative Committee and the Indiana Library Federation Board of Directors and added to the Action Agenda.
8. Bills not sponsored by Indiana Library Federation (i.e., coming from outside the library community), that affect libraries will be handled as always, supported, amended, or opposed, as the situation dictates.
9. Strategies and fallback positions for differing scenarios will be developed by the Legislative Committee in advance of the legislative session or as needed during the legislative session to provide guidance for the Legislative Advocate(s).

Quick Endorsement Procedure

The unexpected often happens and the Legislative Advocate(s) must be able to react quickly. In the event that a legislative issue of concern to Indiana Library Federation requires quick legislative action within a time limit which precludes calling a meeting of the Legislative Committee for presentation and/or discussion of the issue, all committee members shall be polled by e-mail or telephone prior to the deadline for the decision. Quick action shall be adopted by a simple majority of at least five (5) of those voting members contacted.

If the time limit for action is not sufficient for polling the Legislative Committee, quick action may be taken after consultation with the Co-Chairs or their designee(s), and the Indiana Library Federation president. Notification of the action taken and the rationale for the action will be presented to the Indiana Library Federation Board of Directors and the Legislative Committee network and website.

Meetings

There shall be an assumption of monthly Legislative Committee meetings. Additional meetings may be called by the co-chairs. Notice of meetings shall be given in advance, either in writing, including e-mail, or by telephone. Minutes of proceedings will be provided to all members (voting and non-voting) of the committee by the Indiana Library Federation office. Approved minutes will be posted on the website.

Quorum

A quorum shall consist of a simple majority of voting members. A simple majority of voting members present shall be necessary for passage of committee business.

Parliamentary Authority

The latest edition of Robert's Rules of Order or as agreed upon by the Legislative Committee shall govern the committee in all cases.

Amendments

These standing rules may be amended by a 2/3 majority vote of the Indiana Library Federation Board of Directors.

Adopted by Committee: 1998 Revised: 2004
Recommended by COES: 1998
Ratified by ILF Executive Board: 1998
Adopted by Committee: April 2, 2010
Ratified by ILF Board: April 16, 2010
Adopted by Committee: June 3,
2014

ILF Legislative Program Core Values

The fundamental values that direct the policies and actions of the ILF legislative efforts are: All Indiana residents can access a public library.
Public library districts shall be autonomous library taxing districts.
The state shall fund resource sharing.
The state shall fund the Indiana State Library.
All schools shall provide a media program that is professionally supervised and adequately funded.

ACCESS

Major value: All Indiana Residents Can Access a Public Library That Provides a Full Range of Services

1. Vision: Access to reliable information through a public library is a right of ALL Indiana residents.

Rationale: All areas of the state not presently served by a public library district (i.e., the unserved) shall be directed by the State to organize a library district or affiliate with a library located in a contiguous district to form a new library district. Libraries in underserved areas can also be encouraged to form new districts.
2. Vision: Universal access, i.e. convenient, non-fee based access to the Internet and a full range of library materials shall be available to all Indiana residents.

Rationale: Access to information should be barrier free.
3. Vision: The principles of the Library Bill of Rights and its interpretations shall be respected by the State.

Rationale: Library staff shall exercise the provisions of intellectual freedom in the selection and dissemination of library materials, use of meeting rooms, displays, etc. without fear of harassment and retaliation.
4. Vision: Public libraries shall serve their constituents by meeting or exceeding the criteria of the most current Public Library Standards.

Rationale: Standards help a library district to evaluate its performance and provide a yardstick for accountability.

GOVERNANCE/LOCAL FUNDING

Major Value: Autonomous Library Taxing Districts

1. Vision: Public library users in Indiana are best served by public libraries that are autonomous library taxing districts, i.e. municipal corporations, governed by a board that has both operating and fiscal authority and responsibility.

Rationale: Autonomous library boards are responsive to the needs of the constituents in their library districts and represent the diversity in their communities. Checks and balances in place within the current system ensure that libraries are prudent and accountable in the use of public funds.
2. Vision: The most stable, broad based local sources for funding public library services should be supported. Funding from local property taxes, COIT, CAGIT, excise, and financial institution taxes should be advocated.

ILF Legislative Program Core Values

Rationale: Public libraries receive a very small fraction of their total income from the state and even *less* from federal programs. They are almost totally dependent upon tax income generated at the local level for all operating expenses as well as all capital improvements. Public libraries, like most other municipal corporations, require a stable, permanent source of funding. Experientially, the local property tax has proven to be the most stable.

STATE FUNDING

Major Value: The State Shall Fund Resource Sharing

1. Vision: The sharing of information resources among libraries of all types shall be a priority for library service in Indiana.

Rationale: Resource sharing that includes, but is not limited to, cross district borrowing by individuals, interlibrary loan, and telecommunications or vehicular delivery systems should be supported by the state with an equitable funding formula, allowing for a mix of funding — federal, state, and local.

2. Vision: Service equity shall be matched by fiscal equity. Extending library service to all residents of Indiana must also be accompanied by extending the fiscal responsibility for that service to all residents.

Rationale: Resource sharing programs are economically sound and help to equalize the level of service available to citizens throughout the state.

3. Vision: The State shall fund access to a range of databases for all of Indiana's libraries and citizens.

Rationale: Many of Indiana's libraries cannot afford to purchase the INSPIRE databases individually. Programs like INSPIRE must be funded by the state to be economically feasible and to equalize access to citizens throughout the state.

Major Value: The State Shall Fund the Indiana State Library.

1. Vision: The State Library shall be properly funded to support its leadership role in the state.

Rationale: The State Library is the only state agency that can direct, support, train, gather statistics, etc. for libraries in Indiana. It can only function in a leadership role if it is funded at a level that allows it to achieve the same or higher standards as those set for the libraries it must aid and assist.

SCHOOL MEDIA CENTERS

Major Value: School Media Centers shall be adequately supported by state and local funding.

1. Vision: School corporations shall provide a professionally supervised library media program.

Rationale: Indiana Administrative Code states that all schools shall have a media program that is an integral part of the educational program and a licensed media specialist shall supervise the media program. (Indiana State Board of Education; 511 IAC 6.1-5-6; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1192)

2. Vision: The annual spending required for school library media collections shall be adequate to provide the materials needed to support the educational mission of the school.

Rationale: To assure the continued funding for school media programs to enable schools to purchase at least two books per student, the minimum annual spending required for school library media collections in each school building must be increased.

CONCLUDING STATEMENTS

The Indiana Library Federation supports a legislative program that provides for stronger libraries of all types. All libraries in Indiana are assets to the communities they serve, whether they are public, academic, or school media centers.

- Public libraries are community assets providing access to information for all citizens. Local libraries are resource centers for education, employment, economic development, and recreation.
- Academic libraries provide the support necessary to pursue post-secondary education and continuing education for adults at all stages of their lives and careers. Services of academic libraries complement those offered by public libraries. Free sharing of collections among Indiana's libraries opens the university research collections to all citizens.
- School media centers provide the materials and support needed to prepare children to live, work, and govern in the future.

Through our advocacy efforts, the Indiana Library Federation strives to communicate the importance of libraries and librarians, to improve library funding, and influence public policy about libraries of all types.

Drafted by: Betty C. Martin, Vigo County Public Library 4/93 Revised at Legislative Forum: 10/8/93

Revised by Legislative Committee for ILF Board: 11/10/93 Ratified by ILF Executive Board: 12/8/93 Revised: 1/14/98 Approved by ILF Membership: 4/7/98

Revised by Legislative Committee for ILF Board: 10/06/04

Revised by Legislative Committee for ILF Board: April 2, 2010