Draft Archives Committee Bylaws

Section a. Purpose

The purpose of the ACNM Archives Committee is to document the history of the ACNM and its affiliate organizations through original documentation and archiving of documents and artifacts from the history of the ACNM and its affiliate organizations.

Section b. Chair

1. The Chair shall be appointed by the President and approved by the Board of Directors. The Chair shall be an Active Member.
2. The term of office is three years and may be renewed for one additional term. After two consecutive terms, a Chairperson shall again be eligible for appointment only after 3 years have elapsed from the end of the term of service.
3. The Chair shall serve as the committee archivist or designate a committee archivist.

Section c. Committee Members

1. The committee shall consist of no fewer than 4 volunteer members from the ACNM membership.
2. Committee members are appointed by the Chair.
3. Committee members serve a three year term that may be renewed once. After two consecutive terms, a committee member shall again be eligible for appointment only after 3 years have elapsed from the end of the term of service.

Section d. Functions

1. The Archives Committee shall submit an annual archiving plan to the ACNM Board of Directors.
2. The Archives Committee shall submit an annual budget for the cost of implementing the archiving plan to the ACNM Board of Directors.
3. The Archives Committee shall serve as a resource to the archivists of the ACNM affiliates.