



***BYLAWS OF THE
ST. JOSEPH VALLEY SECTION
OF THE
AMERICAN CHEMICAL SOCIETY**

ARTICLE I

This organization shall be known as the St. Joseph Valley Section of the AMERICAN CHEMICAL SOCIETY.

ARTICLE II

The object of this Section shall be the advancement of chemistry, the promotion of chemical research and the practical application of chemistry through service to members and the community. These objectives may be furthered by cooperating with other established scientific and technical societies in the area.

ARTICLE III

Section 1. The headquarters of this Section shall be at South Bend, Indiana, and the territory shall be as prescribed by the Council of the SOCIETY.

Section 2. The rolls of the Section shall include those MEMBERS, ASSOCIATE MEMBERS, and National Affiliates of the SOCIETY residing within the territory of the Section, provided that exceptions to this rule may be made in conformity with the Constitution and Bylaws of the SOCIETY.

Section 3. Anyone sufficiently interested in chemistry may become a Local Section Affiliate by application to, and by the majority vote of, the Executive Committee of the Local Section.

Section 4. Local Section Affiliates shall pay annual dues in advance on or before the first of January. Such dues shall be \$2.00 per annum. Local Section Affiliates shall have the privileges accorded them by the Constitution and Bylaws of the SOCIETY.

***Effective October 18, 1991.** Approved, as amended, by the Committee on Constitution and Bylaws, acting for the Council of the AMERICAN CHEMICAL SOCIETY.

Section 5. Local Section dues may be assessed at the discretion of the Executive Committee. However, members and National Affiliates may not be deprived of Local Section membership or affiliation for nonpayment of such dues.

Section 6. Local Section Affiliates and National Affiliates are not entitled to vote or hold office in the Local Section. Councilors, Alternate Councilors and Temporary Substitute Councilors must be selected from among the MEMBERS.

Section 7. Any Local Section Affiliate may be dropped from the roll by a three-fourths vote of the Executive Committee, when charges of injurious conduct are preferred against him and sustained. Such charges shall be submitted in writing to the Chair by at least two members.

ARTICLE IV

Section 1. The officers shall be Chair, Chair-Elect, Secretary, Treasurer, the Councilor or Councilors and the Alternate Councilor or Alternate Councilors to which the Section is entitled.

Section 2. The duties of the officers shall be as ordinarily prescribed for these offices and shall be in accord with the Constitution and Bylaws of the SOCIETY.

Section 3. The officers, with one Member-at-Large and the Immediate Past Chair, shall constitute the Executive Committee and shall conduct the affairs of the Section except those designated to special officers or committees or reserved for the action of the Section as a whole.

Section 4. The Treasurer shall honor written requests from the Newsletter Editor, the Secretary, the Program Chair, and the Chair for such funds as may be required to carry on their duties. This will include stationery, secretarial expense, mailing, expense incidental to meetings, and speakers' expenses. Other expenses shall be authorized by a majority of the Executive Committee.

Section 5. The Councilor or Councilors shall represent the Section at meetings of the Council of the SOCIETY. If a Councilor is unable to attend, he shall notify the Section Secretary who will then certify the elected Alternate Councilor for that meeting only, in accordance with the Bylaws of the SOCIETY.

Section 6. No salary shall be paid to any officer.

Section 7. Four members of the Executive Committee shall constitute a quorum.

ARTICLE V

Section 1. There shall be the following standing committees consisting of three or more members each: Auditing; Awards; Nominations and Election; Program; Publications; and Public Relations. Other committees, including but not limited to the following, may be appointed by the Chair of the Section: High School Chemistry; Hospitality; Long-Range Planning; Membership; Professional Relations; and Undergraduate Student Papers.

Section 2. The duties of these committees shall be as usually understood and as may be prescribed by the Executive Committee.

Section 3. The appointment of all committee chairs, except the Program Committee Chair, shall be made by the Chair or the Executive Committee.

Section 4. The Chair-Elect shall be the Chair of the Program Committee and shall appoint the members of this Committee.

Section 5. Any member of any committee may be dropped by three-fourths vote of the Executive Committee.

Section 6. Neither the Treasurer nor the immediate past Treasurer shall be members of the Auditing Committee.

Section 7. The Newsletter Editor shall be Chair of the Publications Committee.

Section 8. The Chair may appoint members of the Executive Committee as *ex officio* members of standing committees.

Section 9. The Chair shall be an *ex officio* a member of the Program Committee.

ARTICLE VI

Section 1. There shall be a minimum of eight regular meetings of the Section in the months of September to May, inclusive.

Section 2. Each member and affiliate shall be notified of any meeting at least one week in advance for regular meetings and three days for special meetings.

ARTICLE VII

Section 1. The members present at an announced meeting shall constitute a quorum.

Section 2. The fiscal year shall be from January 1 to December 31, inclusive. Officers shall be elected in October, certified by December 1, and shall take office January 1. The term of

office for all officers, except the Councilor or Councilors and Alternate Councilor or Alternate Councilors, shall be for one year. The term of office for Councilor or Councilors and Alternate Councilor or Alternate Councilors shall be for three years.

Section 3. Vacancies occurring during the year for all positions except that of Councilor and Alternate Councilor shall be filled through appointment by the Chair. A vacancy in the positions of Councilor(s) or Alternate Councilor(s) shall be filled by the Executive Committee by interim appointment for the period up to the next annual mail ballot election, at which time the Section shall elect a MEMBER to fill out the unexpired term, if any.

Section 4. Nominations of candidates and elections of officers shall be carried out in the following manner:

The Nominations and Election Committee, composed of at least three members, shall nominate at least two candidates for each of the positions of Chair-Elect, Secretary, Treasurer, and Member-at-Large on the Executive Committee. When required, nominations for Councilor or Councilors and Alternate Councilor or Alternate Councilors shall be made. Opportunity shall be provided at the first fall meeting for additional nominations by Section members. Ballots shall be sent to the membership by October 5, to be returned by the members to the Chair of the Nominations and Election Committee by October 25. Election shall be by written ballot, a single ballot serving for all of the elective positions. Ballots must be returned in plain envelopes which bear no identifying mark and the member's signature must be on a second outer envelope to validate the ballot. Ballots shall be any color except white. A plurality shall be sufficient to elect. The Chair-Elect shall automatically move up to the post of Chair at the time other officers are installed.

Section 5. In the event of a tie vote for any elective position, all names involved in the tie shall be placed on a run-off ballot, following the procedure in Section 4, except that the ballots shall be sent to the membership by November 5, to be returned by the members to the Chair of the Nominations and Election Committee by November 20. A second tie vote shall be resolved by the Executive Committee.

Section 6. All nominees for elective positions shall be MEMBERS of the Section.

ARTICLE VIII

Section 1. The funds of the Section shall be the apportionment from the SOCIETY, Section dues, any gifts to the Section, and special assessments levied by a unanimous vote of the Executive Committee.

Section 2. Following the fall election of officers the newly elected Treasurer (with the aid of the incumbent, if a different person) shall draw up a budget of anticipated income and proposed expenditures. This budget shall be submitted to the newly elected Executive Committee for modification and final approval.

Section 3. The Treasurer shall make an annual report to the Section, reports as required by the SOCIETY and special reports as requested by the Chair or Executive Committee.

Section 4. The Auditing Committee shall submit, by the end of February, a report to the Executive Committee on financial transactions for the previous year.

Section 5. Upon the dissolution of the Local Section, any assets of the Section remaining thereafter shall be conveyed to such organization then existent, within or without the territory of the Local Section, as is dedicated to the perpetuation of objects similar to those of the AMERICAN CHEMICAL SOCIETY, or to the AMERICAN CHEMICAL SOCIETY, so long as whichever organization is selected by the governing body of the Local Section at the time of dissolution shall be exempt under Section 501(c)(3) of the Internal Revenue Code of 1954 as amended or under such successor provision of the Code as may be in effect at the time of the Section's dissolution.

ARTICLE IX

Section 1. These bylaws may be amended by a two-thirds vote of the members present at any meeting, but such proposed amendment must have been presented in writing to the membership of the Section at least ten days prior to the meeting.

Section 2. Bylaws and amendments to bylaws shall become effective upon approval by the Committee on Constitution and Bylaws, acting for the Council, unless a later date is specified.