



## **\*BYLAWS OF THE MONTANA SECTION OF THE AMERICAN CHEMICAL SOCIETY**

### **BYLAW I. Name**

This organization shall be known as the Montana Section, hereinafter referred to as “the Section”, of the AMERICAN CHEMICAL SOCIETY, hereinafter referred to as “the SOCIETY”.

### **BYLAW II. Objects**

The objects of the Section shall be the same as those in Article II of the Constitution of the SOCIETY.

### **BYLAW III. Territory and Headquarters**

The territory of the Section shall be that assigned to it by the SOCIETY. The headquarters of the Section shall be at Bozeman, Montana.

### **BYLAW IV. Members and Affiliates**

#### Section 1. Members

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 shall be made in conformity with the Constitution and Bylaws of the SOCIETY.

#### Section 2. Affiliates

Any person interested in chemistry may become a Local Section Affiliate by applying to the Secretary of the Section and on approval of the application by the Membership

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Committee, the applicant will be granted all the privileges of membership in the Section except as specifically limited by the Constitution and Bylaws of the SOCIETY.

### Section 3. Rights and Privileges

MEMBERS, ASSOCIATE MEMBERS, National Affiliates, and Local Section Affiliates shall have such rights and privileges as are accorded them by the Constitution and Bylaws of the SOCIETY. Affiliates may not vote for or hold an elective position of the Section, vote on articles of incorporation and bylaws of the Section, or serve as voting members of the Executive Committee.

## **BYLAW V. Officers and Councilors**

### Section 1. Officers

The officers of the Section shall be a Chair, a Chair-Elect, a Secretary, and a Treasurer. These officers must be members in good standing of the SOCIETY. The offices of Secretary and Treasurer may be held by the same individual. The terms of office for the Secretary and Treasurer shall be two (2) years. The terms of office for the Chair and Chair-Elect shall be one (1) year. No member shall serve in the same office for more than two (2) consecutive terms.

### Section 2. Election of Officers

- (a) The Chair shall appoint a Nomination Committee of at least three (3) members of the Section. They shall nominate candidates for the various offices. The Chair of this committee shall notify the Secretary of the Section of their selections at least three (3) weeks prior to a regular monthly meeting in the fall.
- (b) Any member of the Section may nominate a candidate for office by submitting his nomination to the Secretary of the Section, and the name submitted shall be placed on the ballot, provided that these nominations are made in accordance with the time limitation of subsection (a) of this section. Nominations received by the Secretary not in conformity with the three-week time limitation of subsection (a) will be presented as nominations from the floor by him at the time of nomination.
- (c) Any member of the Section may nominate from the floor candidates for office at the time of nomination.
- (d) The Secretary shall send a ballot and a list of nominees to each member of the Section following the nominating meeting in the fall. Ballots returned to the Election Committee shall be opened and counted twenty-one (21) calendar days after the mailing of the ballots. The Election Committee shall consist of at least three (3) members and shall be appointed by the Chair of the Section.

- (e) In case no candidate has a majority of the votes cast for a given office, the ballot shall be resubmitted to the membership, which shall elect officer(s) from the two candidates with the highest number of votes for that office.
- (f) The newly elected officers shall assume the duties of their offices on January 1 following their election.

### Section 3. Duties of Officers

- (a) The duties of the officers shall be those customary to such offices together with any specific duties assigned to them by the Constitution and Bylaws of the SOCIETY. The Treasurer shall submit to the Secretary an annual itemized statement to be reported to the membership of all expenditures and monies received to December 31 of the previous year.
- (b) The four elective officers plus the immediate past president shall constitute the Executive Committee of the Section. The duties of the Executive Committee shall be to act on all matters concerning the Section provided these same matters are urgent and no meeting of the Section can be held to act upon the same. The decisions of the Executive Committee pertaining to matters of importance shall be reported to the Section at its next regular meeting by the Chair of the Section, who shall also be the Chair of the Executive Committee.

### Section 4. Councilors

- (a) The Section shall elect Councilors and Alternate Councilors in accordance with the Constitution and Bylaws of the SOCIETY.
- (b) The procedure for nomination and election of Councilors and Alternate Councilors shall be the same as that for Section officers except that Councilors and Alternate Councilors as defined in Bylaw III of the SOCIETY shall be elected for terms of three (3) years and shall assume office on January 1 following their election.

### Section 5. Vacancies

All vacancies shall be filled by the Executive Committee by interim appointment for the period up to January 1 following the next annual election.

## **BYLAW VI. Committees**

Section 1. The Executive Committee (*see* Bylaw V, Section 3, subsection (b)).

Section 2. Committees Appointed by the Chair:

- (a) The Membership Committee

- (b) The Nomination Committee
- (c) The Election Committee
- (d) Program Committee. The Chair of the Section shall appoint a Program Committee, consisting of at least three (3) members, whose term of office shall be one (1) year. The Chair and Secretary of the Section shall be *ex officio* members of the Program Committee.
- (e) Special Committees. Special Committees shall be appointed by the Chair as required by the needs of the Section or the SOCIETY.

## **BYLAW VII. Meetings**

### Section 1.

Meetings of the Section shall be held from October to May inclusive as arranged by the Program Committee with the approval of the Chair of the Section. Subsection meetings may be scheduled in order to better serve the Section. At least one combined meeting should be held each year.

### Section 2.

Due notice of all meetings shall be sent to each member of the Section. A quorum shall consist of ten percent (10%) of the membership of the Section. If a quorum is not present, matters of business shall be referred to the Executive Committee for action.

## **BYLAW VIII. Dues**

### Section 1.

All members and National Affiliates of the Section, except members of the SOCIETY in emeritus status, may be assessed such annual Section dues as may be set by the Executive Committee, subject to approval by the membership.

### Section 2.

The dues for Local Section Affiliates shall be two dollars (\$2.00) for the year ending December 31. The payment must be made at the time of application. If a Local Section Affiliate becomes a member of the SOCIETY, he shall be refunded the sum of one dollar (\$1.00).

**BYLAW IX. Amendments and Revisions of Bylaws**

## Section 1.

Motions calling for revision or amendment of these bylaws may be made at any regular meeting, provided that a quorum is present. If a majority of members present cast affirmative votes, the Secretary shall submit the motion to the membership by mail.

## Section 2.

Amendments to or revisions of these bylaws shall be submitted to the membership of the Section by mail three (3) weeks before the voting on these amendments or revisions shall occur. Discussion and voting on the proposed amendments to or revisions of these bylaws shall be the first order of business at these meetings. The proposed changes shall stand approved provided two-thirds (2/3) of all votes are in the affirmative. The voting may occur at either a combined meeting or at Subsection meetings, provided the total attendance shall consist of at least a quorum.

**BYLAW X. Dissolution of the Section**

Upon the dissolution of the Section and the discharge of its debts and the settlement of its affairs, any funds or property of the Section remaining thereafter shall be used for the advancement of chemistry in the area covered by the Section. In the event this procedure is not practical, or there still remain unexpended funds, such funds shall be conveyed to the SOCIETY for the general purpose of the SOCIETY.