



***BYLAWS OF THE
KENTUCKY LAKE SECTION
OF THE
AMERICAN CHEMICAL SOCIETY**

**BYLAW I
Name**

This organization shall be known as the Kentucky Lake 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 those as stated in the Charter, Constitution, and Bylaws of the SOCIETY. The Section shall encourage in the broadest and most liberal manner the advancement of chemistry in all its branches; the promotion of research in chemical science and industry; the improvement of the qualifications and usefulness of chemists through high standards of professional ethics, education, and attainments; the increase and diffusion of chemical knowledge; and by its meetings, professional contacts, reports, papers, discussions, and publications, to promote scientific interest and inquiry, thereby fostering public welfare and education, aiding the development of our country's industries, and adding to the material prosperity and happiness of our people.

**BYLAW III
Territory and Headquarters**

Section 1. The territory of the Section shall be that assigned to it by the SOCIETY.

BYLAW IV

*Effective December 1, 2011. Approved, as amended, by the Committee on Constitution and Bylaws, acting for the Council of the AMERICAN CHEMICAL SOCIETY. (C&B: bylaws@acs.org; www.acs.org/bulletin5)

Members and Affiliates

Section 1. The rolls of the Section shall include those MEMBERS, STUDENT MEMBERS, Society Affiliates, and Local Section Affiliates residing within the territory of the Section, provided that any exceptions to this rule shall be made in conformity with the Constitution and Bylaws of the SOCIETY.

Section 2. MEMBERS, STUDENT MEMBERS, and affiliates shall have such rights and privileges as are accorded them by the Constitution and Bylaws of the SOCIETY.

Section 3. STUDENT MEMBERS, Society Affiliates, and Local Section Affiliates may not hold an elective position of the Section. Voting privileges in the Local Section shall be as defined in the Constitution and Bylaws of the SOCIETY. Society Affiliates may be appointed as Committee Chairs and may serve on the Executive Committee in a non-voting capacity.

BYLAW V Organization

Section 1. The officers of the Section shall be a Chair, Chair-Elect, Secretary, and Treasurer. The last two offices may be combined in one office.

Section 2. The Section shall have Councilors and Alternate Councilors as provided in the Constitution and Bylaws of the SOCIETY.

Section 3. The Executive Committee shall consist of the officers of the Section, the Immediate Past Chair, the Councilors, the Alternate Councilors, and two Members-at-Large for a one-year term, appointed by the Chair. At least one of the Members-at-Large must be a STUDENT MEMBER.

Section 4. All officers, Councilors, Alternate Councilors, and other persons elected by the members shall be chosen from the MEMBERS.

BYLAW VI Recall of Elected Officials

Section 1. The elected officials of the Section (officers or elected Executive Committee members) are subject to recall for neglect of duties or conduct injurious to the SOCIETY. Recall procedures are not applicable to Councilors and Alternate Councilors elected by Local Sections.

Section 2. The recall of an official shall be initiated when a signed petition, indicating in writing the specific charges and reasonable substantiating evidence is submitted to the Chair from at least five voting members of the Section. In the event the Chair is the official in question, the Chair-Elect shall receive the petition and shall assume the duties of the Office of Chair with respect to this issue until the issue is resolved.

Section 3. The Chair shall, without delay, determine that the petitioners are aware of the gravity of their actions and the procedures to be followed. The Chair shall seek an alternate resolution to the problem and a withdrawal of the petition at this time. In the absence of a resolution to the problem, the Chair shall notify the members of the Executive Committee and call a special meeting within thirty days.

- a. The Executive Committee shall promptly continue the recall process or dismiss the petition as ill-founded or find an alternative solution to the problem. The Chair shall promptly inform the petitioners and the official of the decision of the Executive Committee.
- b. If the proceedings continue, the Chair shall assign the duties of the official to another qualified member of the Section until the issue is resolved.
- c. If the proceedings continue, the official shall be offered an opportunity to answer the allegations in the petition before the Executive Committee.

Every reasonable effort shall be made to contact the official throughout this procedure. That effort shall include a certified letter to the last known address on the official SOCIETY membership rolls. Upon notification, the official shall have thirty days to make a written response to the allegations. The Executive Committee shall decide whether to proceed after studying the official's response. The Chair shall inform the official and the petitioners of the decision of the Executive Committee.

If no contact with the official can be made after a reasonable effort, the Executive Committee may remove the official in question with a two-thirds (2/3) vote of the remaining members.

- d. If the proceedings continue, the official shall choose one of the following options:
 - (1) The official may resign.
 - (2) The official may request a recall vote in the same manner as the original election, which must be consistent with the Section bylaws. The voting membership shall be informed, through brief written statements prepared by the Executive Committee and the official, of the issues involved with the recall vote. Both statements shall be distributed to the voting membership before the vote is taken.
 - (3) The official may request a hearing and a recall vote by the remaining members of the Executive Committee. A two-thirds (2/3) vote of the remaining members of the Executive Committee shall be required to recall the official.
 - (4) The official may choose not to respond and thus forfeit the position.

Section 4. The vacancy provisions of these bylaws shall be used to fill a vacancy caused by a recall process. The membership of the Section and the Executive Director of the SOCIETY shall be informed of the results of the recall process and the replacement of the official.

BYLAW VII
Manner of Election and Terms of Office

Section 1. Except for the Secretary and Treasurer, elected officers of the Section and Members-at-Large shall serve for a term of one year, beginning January 1. The Chair-Elect shall succeed to the office of Chair upon completion of the term of office.

Section 2. The Secretary/Treasurer shall be elected for a term of two years, beginning January 1.

Section 3. Councilors and Alternate Councilors shall be elected for a term of three years, beginning January 1. A partial term of one or two years shall be used whenever necessary to establish or restore rotation of three-year terms.

Section 4. In the event of a vacancy in the office of Chair, the Chair-Elect shall assume the added duties of the Chair for the unexpired term. All other vacancies shall be filled by the Executive Committee by interim appointment for the period up to the next annual election, at which time the Section shall elect a MEMBER to fill out the unexpired term of the Chair, Chair-Elect, etc., if any, except that a member may fill the unexpired term for a Member-at-Large. In the event the office of Chair-Elect is filled by such interim appointment, the Section shall elect both a Chair and a Chair-Elect at its annual election.

Section 5. In the event of a vacancy in the position of Councilor, the Alternate Councilor shall assume the added duties of the Councilor for the unexpired term. Vacancies in the position of Alternate Councilor shall be filled by the Executive Committee by interim appointment for the period up to the next annual election, at which time the Section shall elect a MEMBER to fill out the unexpired term of the Alternate Councilor, if any. In the event the office of Councilor is filled by such interim appointment, the Section shall elect both a Councilor and an Alternate Councilor at its annual election.

Section 6. The Nominating Committee, consisting of at least three members, shall nominate two persons for each office to be filled. Its nominations shall be made known at the October meeting at which time nomination from the floor will be in order. The Secretary shall prepare a ballot containing the names of all persons nominated for each office. This ballot shall be distributed to the entire membership of the Section with the notice for the November meeting. The ballots may be returned to the Secretary or brought to the November meeting. The Secretary shall turn the ballots over to the Nominating Committee for tabulation. No ballots received after the start of the November meeting shall be considered valid. In accordance with the SOCIETY's Bylaws, balloting procedures should ensure fair balloting that is open to all eligible members, protection against fraudulent balloting, and the timely reporting and archiving of balloting results.

BYLAW VIII
Duties of Officers and Executive Committee

Section 1. The duties of the officers shall be those customarily performed by such officers, together with those responsibilities prescribed by the Constitution and Bylaws of the SOCIETY and by these bylaws and such other duties as may be assigned from time to time by the Executive Committee and as described in the Officers' Handbook of the Section.

Section 2. The Chair of the Section shall serve as Chair of the Executive Committee and shall appoint all committees authorized in these bylaws or by the Executive Committee.

Section 3. The Executive Committee shall be the governing body of the Section and as such, shall have full power to conduct, manage, and direct the business and affairs of the Section in accordance with the Constitution and Bylaws of the SOCIETY and these bylaws.

BYLAW IX Committees

There shall be the following standing committees: Awards, Education, Nominating, Program, and Publicity. The Executive Committee shall establish other committees as needed. All committees shall include at least one STUDENT MEMBER.

BYLAW X Meetings

Section 1. The Section shall hold no fewer than eight regular meetings each year, at places designated by the Executive Committee.

Section 2. The Section may hold special meetings at the call of the Executive Committee or at the request of 10 percent of the membership. The notices of special meetings shall state the exact nature of the business to be considered and no other business shall be transacted at such meetings.

Section 3. Due notice of all meetings shall be sent to the membership of the Section. A quorum for all meetings shall consist of 10 percent of the members of the Section. In the absence of a quorum, no matters of business may be transacted.

Section 4. The Executive Committee shall meet upon due notice to its members at the call of the Chair or at the request of a majority of the members of the Committee. A quorum shall be a majority of the members of the Committee.

Section 5. The most recent addition of *Robert's Rules of Order Newly Revised* shall be the parliamentary authority for all matters not covered in these bylaws or in the SOCIETY's documents.

BYLAW XI Dues and Finances

Section 1. All members of the Section, except members of the SOCIETY in emeritus status, as well as Society Affiliates, may be assessed such voluntary annual Local Section dues as may be set by the Executive Committee. The dues of Local Section Affiliates shall be at least \$2.00 per annum.

Section 2. The annual Local Section dues shall be set by the Executive Committee in accordance with the Constitution and Bylaws of the SOCIETY.

BYLAW XII Amendments

Section 1. These bylaws shall be amended as follows:

- a. The proposed amendment(s) shall have been first submitted to the Executive Committee by at least five members, or shall have been raised by the Executive Committee, and shall have been evaluated and approved by a majority of the members of the Executive Committee.
- b. If a dispute arises regarding approval of said amendment(s), the Executive Committee may resolve the issue by majority vote of the Committee after hearing discussion of the issue at a regular meeting of the Section, or the Committee may decide to hold a special election of the Section to resolve it.
- c. The Section Secretary shall send the proposed bylaw amendment(s) to the SOCIETY's Committee on Constitution and Bylaws for a preliminary review. After receipt of the review, the Executive Committee will then make appropriate changes, as necessary. The Secretary shall then distribute to all Section members a suitable explanation of the bylaw amendment(s).
- d. That at least two-thirds (2/3) of votes cast shall be required to approve the amendment(s).

Section 2. The Secretary shall distribute the outcome of the ballot regarding the amendment(s) to the Section members and within one month, shall meet all requirements for submitting the results to the Committee on Constitution and Bylaws.

Section 3. Amendments to these bylaws shall become effective upon approval by the Committee on Constitution and Bylaws, acting for the Council of the SOCIETY, unless a later date is specified.

BYLAW XIII Dissolution of the Section

Upon dissolution of the 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.