



**\*BYLAWS OF THE KANAWHA VALLEY SECTION  
OF THE AMERICAN CHEMICAL SOCIETY**

**ARTICLE I—NAME**

This organization shall be known as the “Kanawha Valley Section of the AMERICAN CHEMICAL SOCIETY.”

**ARTICLE II—OBJECTS**

This Society is organized for the mutual benefit, both professional and social, of its members and the Community located within the confines of the Section.

**ARTICLE III—HEADQUARTERS**

The headquarters of this Section shall be at Charleston, West Virginia.

**ARTICLE IV—MEMBERS AND AFFILIATES**

Section 1. 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.

The Section may have Local Section Affiliates as authorized in the Constitution and Bylaws of the SOCIETY.

Section 2. MEMBERS, ASSOCIATE MEMBERS, National Affiliates, and Affiliates shall have such rights and privileges as are accorded them by the Constitution and Bylaws of the SOCIETY. National Affiliates and Affiliates may not vote for or hold an elective position of the Section, vote on articles or incorporation and bylaws of the Section, or serve as voting members of the Executive Committee.

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\***Effective April 20, 1977.** Approved, as amended, by the Committee on Constitution and Bylaws, acting for the Council of the AMERICAN CHEMICAL SOCIETY.

## **ARTICLE V—DUES**

Section 1. Local Section Affiliates shall pay three dollars (\$3.00), per annum, due on January 1. Members and National Affiliates shall pay two dollars (\$2.00), per annum due on January 1.

Section 2. No person shall be entitled to the privileges of a Local Section Affiliate who has not paid his dues by January 1st, at which time he shall be notified to that effect by the Secretary. If his dues are not paid before the following April 1st, his name shall be dropped from the Roll.

## **ARTICLE VI—OFFICERS**

Section 1. The officers of this Section shall be a Chair, a Chair-Elect, a Secretary, a Treasurer, the Councilors and the Alternate Councilors to which the Section is entitled by the Constitution and Bylaws of the AMERICAN CHEMICAL SOCIETY. The holders of these offices must be MEMBERS of the National SOCIETY. The offices of Secretary and Treasurer may be combined.

Section 2. The Chair, or in his absence, the Chair-Elect, or in his absence, the Secretary shall preside at all meetings of the Section and of the Executive Committee.

Section 3. The Secretary shall keep a record of the proceedings of the Section, and of the Executive Committee; shall, in cooperation with the Executive Committee, make the regular required reports to the Executive Secretary; shall, under the direction of the Chair, issue notices to the members and affiliates of the Section, and to the Executive Committee; shall perform all other duties usual to his office or required by the Constitution and Bylaws of the SOCIETY.

He may be allowed necessary sums for clerical assistance and for expenses in connection with programs subject to review by the Executive Committee.

Section 4. The Treasurer shall have charge of all funds belonging to the Section, and shall make all disbursements, provided, however, that all bills shall be approved by the Chair or the Chair-Elect before payment; shall make the regularly required reports to the Executive Director; shall make a report to the Section at the First Meeting in January showing all financial transactions for the past year, and at the last meeting during his term of office.

## **ARTICLE VII—COMMITTEES**

Section 1. There shall be six (6) standing committees known respectively as the Executive Committee, Membership Committee, Program Committee, Publicity Committee, Policy Committee, and Education Committee.

The Executive Committee shall consist of the officers and of four (4) additional members each with the title of Director who shall be elected as provided in Bylaw No. 8.

The Membership Committee shall consist of at least three (3) members who shall be appointed by the Chair as soon after taking office as convenient and shall hold office until their successors are appointed. One Director as designated by the Chair shall serve as Chair of the Membership Committee.

The Chair-Elect shall serve as Chair of the Program Committee. The Program Committee shall consist of at least two (2) additional members who shall be appointed by the Chair of the Section. It shall be the function of this Committee to make any and all necessary arrangements for programs for the meetings and for all necessary accommodations and facilities for the meetings.

One Director, as designated by the Chair, shall serve as Chair of the Publicity Committee. Additional members shall be appointed by the Chair of the Section as needed. It shall be the function of this Committee to arrange newspaper, radio, and other public announcements concerning the activities of the Section.

One Director shall serve as Chair of the Policy Committee. The additional membership of the Committee shall include the Chair of the Section, the Councilors of the Section, and Alternate Councilors of the Section elected by the Section. The Secretary of the Section shall be an ex officio member. It shall be the function of this Committee to report to the Membership of the Section on any proposed changes of policy.

One Director shall serve as Chair of the Education Committee. The additional membership of the Committee shall be appointed by the Chair of the Section as needed. It shall be the function of this Committee to engage in and operate programs that can be construed of as being within the scope of chemical and scientific education, whether at the public school, college and university, professional-continuation, or lay levels.

Section 2. The Executive Committee shall pass on all bills; examine the books, vouchers, and report of the Treasurer, and report on the same at the next meeting.

This Committee shall meet at least four times a year at the call of the Chair.

## **ARTICLE VIII—OFFICERS**

The Chair-Elect, Secretary, Treasurer, and Directors shall be elected by ballot, which may be conducted by mail at the discretion of the Executive Committee; otherwise they shall be elected at the first meeting in November. Councilors and Alternate Councilors shall be elected by a mail ballot of the members of the Section. They shall take office on January 1. The Chair-Elect shall succeed to the office of Chair at the expiration of the Chair's term of office, or to fill a vacancy in the office of Chair during the Chair-Elect's term of office. Directors and all officers except Councilors and Alternate Councilors shall hold office for one (1) year or until

their successors are duly chosen and take office. Councilors and Alternate Councilors shall serve for three (3) years and shall be elected in such a way as to provide rotation.

Within one month of taking office, the Chair shall appoint a Nominating Committee consisting of at least three (3) members, who shall report to the Secretary at least ten (10) days before the first meeting in October, their choice of candidates for Officers, Directors, Councilors, and Alternate Councilors. This list of candidates shall be presented to the members by the Secretary at the first meeting in October. Additional nominations may be made from the floor at this time, and no subsequent additions shall be made to the ballot.

Should a vacancy occur in any office during the year, except that of Chair, the Executive Committee shall appoint some member to fill said office until the next regular election, at which time the Section shall choose a member to fill out the unexpired term, if any.

If any Councilor is unable to be present at the regular meeting of the Council of the SOCIETY, he shall notify the Chair through the Secretary at least four (4) weeks before the date of the Council Meeting, of such probable absence, to give the Executive Committee time to appoint one of the elected alternates.

#### **ARTICLE IX—ELECTION OF LOCAL SECTION AFFILIATES**

Section 1. All applicants for Local Section Affiliate status must be accompanied by the annual dues, and shall be submitted to the Membership Committee for approval. Applications recommended by the Membership Committee shall be balloted on by the Section at any regular meeting, a two-thirds (2/3) vote of the members present being necessary for election.

Section 2. Any former Local Section Affiliate whose privileges have lapsed for more than one (1) year, may be reinstated by paying one (1) year's dues in arrears, and one (1) year's dues in advance.

#### **ARTICLE X—MEETINGS**

There shall be a regular meeting once each month except the months of June, July, August, and September. The meetings of the Section shall be held at such places as ordered by the Executive Committee.

#### **ARTICLE XI—QUORUM**

Five percent of the membership shall constitute a quorum for the transaction of business at any meeting of the Local Section.

#### **ARTICLE XII—AMENDMENTS**

Any proposal of new bylaws or amendments to existing bylaws, signed by any five (5) members, may be presented in writing at any regular meeting of the Section or by mail notification to the membership, and shall be presented at a specified subsequent meeting for action. An affirmative vote of two-thirds (2/3) of the members present shall be necessary for adoption. Bylaws and amendments thereto shall become effective upon approval by the Committee on Constitution and Bylaws, acting for the Council, unless a later date is specified.

All bylaws shall conform with the Constitution and Bylaws of the AMERICAN CHEMICAL SOCIETY.

### **ARTICLE XIII—ORDER OF BUSINESS**

The regular order of business at the meetings of the Section shall be as follows:

1. Reading of minutes of previous meeting
2. Reports of officers
3. Reports of committees
4. Miscellaneous business
5. Reading of papers and discussions
6. Adjournment

### **ARTICLE XIV—DISPOSITION OF FUNDS IN EVENT OF SECTION DISSOLUTION**

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