



**\*BYLAWS  
OF THE  
CENTRAL ARIZONA SECTION  
OF THE  
AMERICAN CHEMICAL SOCIETY**

**BYLAW I  
Name**

The name of this organization shall be the Central Arizona Section, hereinafter referred to as "the Section," of the AMERICAN CHEMICAL SOCIETY, hereinafter referred to as "the SOCIETY."

**BYLAW II  
Objectives**

The objectives of the Section are the encouragement and advancement of chemistry in all its branches, the increase and diffusion of chemical knowledge, the promotion of scientific interests and inquiry, cooperation with the parent body of the SOCIETY and with other local and general scientific and technical associations, groups, and societies, and the stimulation of the professional interest and promotion of the well-being of its members.

**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 Phoenix, Arizona.

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\***Effective July 10, 1987.** Approved, as amended, by the Committee on Constitution and Bylaws, acting for the Council of the American Chemical Society.

#### **BYLAW IV**

##### **Members and Affiliates**

Section 1. The rolls of the Section shall include those 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. Members and National Affiliates of the SOCIETY residing in unassigned territory contiguous to the Section, may be elected to membership or National Affiliation, respectively, in the Section.

Section 2. The Section may elect Local Section Affiliates, as provided by the Constitution and Bylaws of the SOCIETY, from those persons residing within its territory or the counties contiguous thereto, whose interests conform to the interests and objectives of the Section but who may not be eligible for actual membership. Such an affiliate may retain his status only so long as he meets the financial obligations placed upon him by the Constitution and Bylaws of the SOCIETY and by the policy of this Section. Local Section Affiliates shall be entitled to all the privileges of membership in this Section, save that of voting and holding office. No Local Section Affiliate shall represent himself as a member of the Section or of the SOCIETY. Application for Local Section Affiliate status shall be made by those interested through the Membership Committee of this Section.

#### **BYLAW V**

##### **Organization**

Section 1. The officers of the Section shall be a Chair, a Chair-Elect, a Secretary, and a Treasurer.

Section 2. The Section shall elect 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, at the option of the Chair, Members-at-Large not to exceed two. In the event one or more Members-at-Large are deemed desirable, he (they) shall be appointed by the Chair.

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

#### **BYLAW VI**

##### **Manner of Election and Terms of Office**

Section 1. Elected officers of the Section shall serve for a term of one year beginning on January 1 and until their successors are duly elected and qualified. Ordinarily, the Chair-Elect shall succeed to the office of Chair upon completion of his term of office, but this succession shall require the confirmation of the membership of the Section at the annual election by a majority

vote of the ballots cast; and no Chair-Elect shall succeed to the office of Chair without such confirmation. In the event such succession is not confirmed, the Section shall elect a Chair by the regular procedure at the earliest possible date.

Section 2. Councilors and Alternate Councilors shall be elected for a term of three years beginning on January 1 and shall serve until successors are duly elected and qualified.

Section 3. In the event of a vacancy in the office of Chair, the Chair-Elect shall assume the added duties of Chair for the unexpired term. All other vacancies shall be filled by the Executive Committee at its discretion 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, if any. In the event the office of Chair-Elect is filled by such interim appointment, the Section shall choose both a Chair and Chair-Elect at the next annual election.

Section 4. At the first regular meeting in October, the Nominations Committee shall present a slate of at least one nominee for each office and Councilorship or Alternate Councilorship to be filled in the annual election. If at this time further nominations are received from the floor, they shall be accepted by the presiding officer provided that such nominees also receive four seconds from the floor, and the names of the nominees so accepted shall be incorporated in the slate. It is further provided that no name shall be placed in nomination by any means without the prior consent of the nominee. All names shall be arranged alphabetically by office on the final ballot. Ballots shall be sent to members not later than two weeks prior to the date on which balloting is to close. In no case shall the close of balloting be later than November 20.

## **BYLAW VII**

### **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.

Section 2. The Chair of the Section shall serve as the 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 VIII Committees**

There shall be the following standing committees: Membership, Program, Publicity, Hospitality, and such other committees as the Executive Committee may see fit to create from time to time. The size and membership of each committee, the duties and responsibilities of the committee, and the manner of functioning shall be determined by the Chair of the Section with the advice of the Executive Committee.

## **BYLAW IX Meetings**

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

Section 2. The Section may hold special meetings at the call of the Executive Committee. The Executive Committee shall call a special meeting of the Section upon written petition of twenty-five members of the Section. The notices of all special meetings shall state the exact nature of the business to be transacted and no other business shall transpire at such meetings.

Section 3. Due notice of all meetings shall be sent to each member and affiliate of the Section by the Secretary and shall be mailed no later than one week prior to the date of such meeting, except that notice of special meetings shall be mailed at least two weeks prior to the date of such meetings.

Section 4. A quorum for all meetings of the Section shall consist of 25 percent of the members of the Section. In the absence of a quorum, no business shall be transacted.

Section 5. At regular meetings of the Section, the order of business shall be determined by the presiding officer, except that the order of business at any particular meeting may be established without question by a majority vote of the members present. The rules of order in the conduct of Section meetings, not specifically provided by these bylaws, shall be Robert's "Rules of Order."

Section 6. The Executive Committee, of which a majority of the members shall constitute a quorum, 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.

## **BYLAW X Dues and Assessments**

Section 1. All assigned National Affiliates and members of the Section, except MEMBERS in emeritus status of the SOCIETY, may be assessed such annual Local Section dues as may be set by the Executive Committee. Such dues shall be used to defray the ordinary operating expenses of the Section and for the conduct of its routine business.

Section 2. Special assessments for other than ordinary expenses may not be levied by the Executive Committee without confirmation by the majority of those voting at a meeting of the Section, the official notice for which stated clearly the essential nature of the proposed assessment and the information that the proposal would be acted upon at such meeting.

Section 3. The annual dues of Local Section Affiliates shall be set by the Executive Committee, provided that such dues shall be at least two dollars per year, provided further that such dues may be as little as one dollar per year for any Local Section Affiliate who is a regularly enrolled student specializing in chemistry, chemical engineering, or related scientific field. Failure to pay such dues in advance shall automatically terminate the affiliation.

### **BYLAW XI Amendments**

Section 1. A proposed amendment to these bylaws shall be submitted first in writing to the Executive Committee. Upon approval by a majority of the Executive Committee, or upon receipt of written petition signed by 15 members of the Section, the Secretary shall furnish all members of the Section with copies of the proposed amendment at the time when notice of the next meeting of the Section is given.

Section 2. Balloting shall not proceed on the proposed amendment until after two regular meetings of the Section at each of which full opportunity for discussion is given. Balloting shall then be carried out by mail and each ballot shall carry the full and accurate text of the proposed amendment. A three-fourths majority of the ballots cast shall be required for adoption.

Section 3. Amendments to these bylaws shall become effective upon approval by the Council unless a later date is specified.

### **BYLAW XII Dissolution of Section**

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 this procedure is not practical, or there still remain unexpended funds, such funds shall be conveyed to the SOCIETY for the general purposes of the SOCIETY.

**BYLAW XIII**  
**Affiliation with Other Organizations**

The Section may affiliate with the Phoenix Regional Council of the “The Arizona Council of Engineering and Scientific Associations,” in accordance with the Constitution and Bylaws of the SOCIETY.

**BYLAW XIV**  
**Constitution and Bylaws of the SOCIETY**

In any matter of apparent conflict between these bylaws and the Constitution and Bylaws of the SOCIETY, the latter shall take precedence and these bylaws shall be interpreted to conform to the Constitution and Bylaws of the SOCIETY. In all matters not specifically treated in these bylaws, the Constitution and Bylaws of the SOCIETY shall apply.