



***BYLAWS OF THE
SOUTHERN NEVADA SECTION
OF THE
AMERICAN CHEMICAL SOCIETY**

**BYLAW I
Name**

This organization shall be known as the Southern Nevada Section (hereinafter referred to as the "Section") of the AMERICAN CHEMICAL SOCIETY (hereinafter is referred to as the "SOCIETY").

**BYLAW II
Objects**

Section 1. The objects of the Section shall be those of the SOCIETY as stated in the Charter and Constitution of the SOCIETY. In addition, the objects of the Section are the encouragement and advancement of chemistry in all its branches, and by its meetings, reports, papers, discussions, and publications, to promote scientific interests and inquiry.

Section 2. Nothing in these bylaws shall be inconsistent with the Charter, Constitution and Bylaws of the SOCIETY.

**BYLAW III
Territory**

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

**BYLAW IV
Members and Affiliates**

*Effective March 19, 2012. 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)

Section 1. The rolls of the Section shall include those MEMBERS, STUDENT MEMBERS, and Society 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. The Section may have Local Section Affiliates as authorized in the Constitution and Bylaws of the SOCIETY.

Section 3. Members, Society Affiliates, and Local Section Affiliates shall have such rights and privileges as are accorded them by 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 offices of Secretary and Treasurer may be held by the same person then to be designated as Secretary-Treasurer.

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, the Representative to the Western Regional Steering Board, and two Members-at-Large.

Section 4. Councilors and Alternate Councilors shall be elected by the members and shall be chosen from the MEMBERS of the Section. Officers and all other persons shall be elected by the members and shall be chosen from the members of the Section.

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 or until the successors are elected. The Chair-Elect shall succeed to the office of Chair upon completion of the term of office.

Section 2. Councilors and Alternate Councilors shall be elected for a term of three years beginning on January 1.

Section 3. The two Members-at-Large of the Executive Committee shall be elected for two-year terms, beginning on January 1, and in such a way to provide for rotation of terms.

Section 4. The Section's Representative to the Western Regional Steering Board shall be elected for a two-year term, beginning on January 1.

Section 5. 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, except those of Councilors or 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 choose a member to fill the unexpired term, if any. In the event that the office of Chair-Elect is filled by such interim appointment, the Section shall elect both a Chair and Chair-Elect at its annual election. Vacancies in the office of Councilor or Alternate Councilor shall be filled by the Executive Committee by interim appointment of a MEMBER for a period up to the next annual election, at which time the Section shall elect a MEMBER to fill the unexpired term.

Section 6. Prior to September 1, the Chair shall appoint a Nominating Committee of not less than three members of the Section to provide nominees for the elective offices named elsewhere in these bylaws for one Member-at-Large of the Executive Committee, for Councilors and/or Alternate Councilors, and a Representative to the Western Regional Steering Board when vacancies in these positions will exist after January 1 of the following year. Not more than one member of the Executive Committee may be a member of the Nominating Committee.

Section 7. The Nominating Committee shall present its slate of nominees to the Secretary by September 1. The Secretary shall, not later than fifteen days thereafter, send all members of the Section the report of the Nominating Committee and shall solicit nominations from the members. Members, by written petition, may place a name in nomination by obtaining the signatures of five members and submitting them to the Secretary between September 1 and October 1. No candidate's name shall be placed on the ballot unless the candidate has stated a willingness to serve if elected.

Section 8. 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.

Section 9. Election shall be by ballot as directed by the Chair. The dates of ballot distribution and counting of the ballots shall be such that election results can be certified to the Executive Director of the SOCIETY by December 1. All candidates shall be invited to express their views on Section and SOCIETY affairs in statements that shall accompany the ballot. The candidate receiving the largest number of votes for each office shall be considered elected. A tie vote shall be resolved by majority vote of the members of the Executive Committee.

BYLAW VII

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 present the issue to the Executive Committee as a new business item at the next Executive Committee meeting.

- 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 of the Executive Committee.

- 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 given 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 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 Section 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 Chair of the Executive Committee and shall appoint all committees authorized in these bylaws or by the Executive Committee.

Section 3. The Secretary shall keep a record of the proceedings of the Section and the Executive Committee; maintain a list of members, Society Affiliates, and Local Section Affiliates of the Section; distribute to members, Society Affiliates, and Local Section Affiliates, notices of all meetings of the Section; and carry out the duties of that position as outlined in the Constitution and Bylaws of SOCIETY and elsewhere in these bylaws.

Section 4. The Treasurer shall have charge of the funds of the Section, keep an accurate record of all receipts and disbursements, receive dues, and make those disbursements approved by the Executive Committee. The Treasurer shall render an account of all transactions and of the financial condition of the Section to the Executive Committee at times set by the Committee and shall submit such reports as are required by the Constitution and Bylaws of the SOCIETY. The Treasurer shall furnish to the Section such bond as may be required by the Executive Committee to guarantee the faithful performance of the above duties, the expense of the bond to be borne by the Section.

Section 5. 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 committee: Membership.

BYLAW X Meetings

Section 1. The Section's regular monthly meetings shall preferably be held January through May and September through November. At least two meetings must be held each year, one between January and May, and a second, to be held in September or October, shall be known as the

annual meeting. The time and place of meetings shall be as specified 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 members of the Section. The notices of 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 distributed to each member and affiliate of the Section. A quorum for all meetings shall consist of five percent of the members of the Section. In the absence of a quorum all meetings shall adjourn to a date.

Section 4. At regular meetings of the Section, the order of business shall be as follows:

- a. Minutes of previous meeting
- b. Reports of officers
- c. Reports of committees
- d. Miscellaneous business
- e. Reading of papers
- f. Adjournment

The regular order of business at a regular meeting may be suspended by a majority vote of the members present. The parliamentary procedure for all Section meetings not specifically provided in the bylaws shall be subject to latest edition of *Robert's Rules of Order Newly Revised*.

Section 5. 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 Executive Committee. In the absence of a quorum, which shall be a majority of the members of the Executive Committee, called meetings of the Executive Committee shall adjourn to a date.

BYLAW XI Dues and Finances

Section 1. All members of the Section, except members of the SOCIETY in emeritus status and Society Affiliates, may be assessed such voluntary annual Section dues as may be set by the Executive Committee.

Section 2. The annual dues of Local Section Affiliates shall be set by the Executive Committee in accordance with the Constitution and Bylaws of the SOCIETY. Failure to pay such dues in advance shall automatically terminate the affiliation.

Section 3. An annual audit shall be conducted by two or more disinterested members, appointed by an officer with no authority to disburse funds. An audit report shall be submitted to the Executive Committee by January 31.

BYLAW XII Amendments

Section 1.

- 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 the proposed bylaw amendments, an explanation of the amendments, and a ballot.
- d. That at least two-thirds (2/3) of votes cast shall be required to approve the amendment.

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 Section

Upon the 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 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 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.