BYLAWS OF THE
WYOMING SECTION, INC.
OF THE
AMERICAN CHEMICAL SOCIETY

Preamble. This organization recognizes the Constitution and Bylaws of the AMERICAN CHEMICAL SOCIETY as the fundamental laws and regulations under which it shall be governed; but, to provide for details adapted to local conditions, it adopts the following:

ARTICLE I—NAME

Section 1. This organization shall be known as the Wyoming Section, Inc., of the AMERICAN CHEMICAL SOCIETY and is hereinafter referred to as “the Section.” The AMERICAN CHEMICAL SOCIETY hereinafter is referred to as “the SOCIETY.”

ARTICLE II—OBJECT

Section 1. The main object of the Section is to promote scientific, educational, and professional interests and inquiry by the encouragement and advancement of chemistry in all its branches through meetings, reports, papers, discussions, publications, awards, and public events.

ARTICLE III—HEADQUARTERS

Section 1. The Section shall have its headquarters at Laramie, Wyoming.

ARTICLE IV—TERRITORY

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

ARTICLE V—MEMBERS AND AFFILIATES

*Effective July 21, 1994. Approved, as amended, by the Committee on Constitution and Bylaws, acting for the Council of the AMERICAN CHEMICAL SOCIETY.
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.

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

**ARTICLE VI—OFFICERS: MANNER OF ELECTION AND ELIGIBILITY**

Section 1. The officers of the Section shall be a Chair, a Chair-Elect, a Secretary, a Treasurer and two Members-at-Large as may be specified by the Constitution and Bylaws of the SOCIETY. Only MEMBERS of the Section shall be eligible for holding office.

Section 2. The Chair-Elect, the Secretary, and the Treasurer of the Section shall be elected annually and shall serve for a one-year term or until a successor shall qualify. These elected officers shall assume their respective duties January 1 following their election. The Chair-Elect shall become Chair on January 1 of the year following the term as Chair-Elect.

The two Members-at-Large shall be elected for two-year terms and their terms shall be staggered. Election of Members-at-Large, when required, shall be held concurrently with those of the other Section officers. These elected Members-at-Large shall assume their respective duties January 1 following their election.

The Section shall have Councilor(s) and Alternate Councilor(s) as may be specified by the Constitution and Bylaws of the SOCIETY. Councilor(s) and Alternate Councilor(s) shall be elected for three-year terms beginning January 1 following their election from a single slate of nominees with the individual(s) receiving the highest number(s) of votes elected as Councilor(s) and individual(s) receiving the next highest number(s) of votes elected as Alternate Councilor(s). Elections for Councilor(s) and Alternate Councilor(s), when required, shall be held concurrently with those of the Section officers.

Section 3. In the event of a vacancy in the office of Chair, as declared by the Executive Committee, the Chair-Elect shall become the *de facto* Chair for the remainder of the term. The office of Chair-Elect thereupon becomes vacant. All vacancies other than that of Chair shall be filled by action of the Executive Committee by interim appointments to the end of the current year, at which time an elected MEMBER shall fill out the unexpired term, if any. In the event the office of Chair is declared vacant by the Executive Committee, the Section shall elect both a Chair and Chair-Elect at the next annual election.
Section 4. The Chair shall annually appoint prior to August 1 a Nominating Committee of not fewer than three members not presently serving on the Executive Committee. The Nominating Committee shall provide nominees for each elective position in which a vacancy will occur, including those for Councilor(s) when required. The Committee shall present its list of nominees to the Section’s Secretary by September 15.

Section 5. At a Section meeting to be held at least four weeks before the annual business meeting, the Chair shall announce the report of the Nominating Committee and seek any additional nominations from the membership.

Section 6. The Secretary, or other designated officer of the Section, shall prepare an election ballot on which shall appear the names, in order chosen by lot, of all candidates nominated and found willing to serve.

Section 7. All officers shall be elected by mail ballot by the members of the Section.

Section 8. A period of at least three weeks must be provided between the date of mailing of the ballots to the members and the deadline for their return to the Secretary, or other designated officer of the Section.

Section 9. The Chair shall appoint three Tellers, who are not candidates for office, to count the ballots.

Section 10. The Secretary, or other designated officer of the Section, shall deliver, unopened, to the Tellers all ballots received by the deadline.

Section 11. The Tellers shall count the ballots thus received, using the list of members provided by the Secretary to verify eligibility of all those voting. Any ballot envelope not validated shall be rejected.

Section 12. In case of a tie vote for any elective office, the Executive Committee shall make the final selection from among those tied.

ARTICLE VII—DUTIES OF OFFICERS

Section 1. The duties of the Section’s officers shall be such as usually pertain to their offices together with those required by the Constitution and Bylaws of the SOCIETY and these bylaws and such other duties as may be given from time to time by the Executive Committee. In the absence of the Chair at meetings, the Chair-Elect shall preside.

Section 2. The Treasurer shall receive and deposit in the name of the Section all funds paid to the Section and shall disburse by check the funds as authorized by the Section or by the Executive Committee.
ARTICLE VIII—COMMITTEES AND THEIR DUTIES

Section 1. There shall be an Executive Committee and such other committees as may be necessary for the proper conduct of the affairs of the Section.

Section 2. The Executive Committee shall consist of the officers of the Section, the Immediate Past Chair, the Councilor(s), and the Section’s representatives on the Northwest Regional and Rocky Mountain Regional Steering Committee as appointed by the Chair and approved by the other officers of the Section. The Executive Committee shall have charge of the affairs, funds, and property of the Section and all matters not otherwise provided for in these bylaws.

Section 3. There shall be a Nominating Committee as stipulated elsewhere in these bylaws.

Section 4. The Chair shall appoint an Auditing Committee of not fewer than two members to audit the books for the Treasurer prior to February 1 and report the audit to the Section at the next meeting of that year.

Section 5. The Chair shall appoint a Public Relations Committee whose duty it is to communicate to the news media releases regarding meetings, awards, elections, and other newsworthy items relating to the Section. This Committee will maintain a clipping file and any other memorabilia related to the Section’s affairs. The Committee may also publish a newsletter for distribution to the Section’s membership.

Section 6. The Chair shall appoint an Awards Committee whose duty it is to present to the Executive Committee a list of nominees for each award presented by the Section.

Section 7. The Chair shall appoint a Program Committee with the Chair-Elect serving as its Chair.

Section 8. The Chair shall appoint other ad hoc committees as deemed necessary.

Section 9. ASSOCIATE MEMBERS and National Affiliates are eligible to serve as members or chairs of committees where such appointments are made by the Section’s Chair.

ARTICLE IX—MEETINGS

Section 1. The Section shall conduct its business beginning on January 1 and ending on December 31. The Section shall meet upon due notice at the call of the Chair. There shall be an annual business meeting in November.

Section 2. The Section may have special business meetings upon the request of a majority of the Executive Committee or upon the request of ten members of the Section. The calls for these meetings shall specify the exact nature of the business to be transacted and no other business shall transpire at such meetings.
Section 3. A quorum for all business meetings of the Section shall consist of ten percent of the members of the Section.

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

a. Approval of minutes of the previous meeting as read or circulated
b. Reports of officers
c. Reports of committees
d. Miscellaneous business
e. Reading of papers (may be omitted)
f. Adjournment

The foregoing order of business may be suspended by a majority vote of the members present at the meeting. The rules of order in the conduct of Section meetings not specifically provided in these bylaws shall be the latest edition of Robert’s Rules of Order.

Section 5. Other meetings may be held at which no formal business will be conducted. These meetings will be called for the purpose of reading and discussing papers by invited speakers.

Section 6. The Executive Committee shall meet upon due notice at such times and places as may suit its convenience, upon call of the Chair or upon request of a majority of its members.

Section 7. A quorum of an Executive Committee meeting shall consist of a majority of the officers of the Section.

**ARTICLE X—DUES, FUNDS, DONATIONS AND BEQUESTS**

Section 1. All members and assigned National Affiliates of the Section, except members in emeritus status of the SOCIETY and members receiving the student discount on SOCIETY dues, may be assessed such optional Section dues as may be set by the Executive Committee.

Section 2. The raising and collecting of funds other than dues may be provided by suitable resolution, adopted at a meeting of the Section by a majority vote of the members present, subject to the provisions of the Constitution and Bylaws of the SOCIETY.

Section 3. Donations or bequests of funds or property may be accepted by suitable resolution, adopted at a meeting of the Section by a majority vote of the members present, subject to the provisions of the Constitution and Bylaws of the SOCIETY.

**ARTICLE XI—DISSOLUTION**

Upon the dissolution of the Local 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.

ARTICLE XII—AMENDMENTS

Section 1. A proposed amendment to these bylaws must first be submitted in writing to the Chair for consideration by the Executive Committee. Within sixty days of receipt by the Chair, the Executive Committee shall call a business meeting of the Section for the purpose of reading the proposed amendment. The Secretary shall furnish all members of the Section with copies of the proposed amendment(s) and the Executive Committee’s recommendation for a pass or do not pass on each.

At the next business meeting, the proposed amendment(s), along with the Executive Committee’s recommendation, will be read for the second time, at which time the amendment shall be balloted upon. The proposed amendment will be adopted if it receives a two-thirds favorable vote of those members present at the business meeting.

Section 2. Amendments to these bylaws, after adoption by the Section, 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 in the amendment.