



***BYLAWS OF THE
AMES SECTION
OF THE
AMERICAN CHEMICAL SOCIETY**

**BYLAW I
Name**

The name of this organization shall be the Ames Section, hereinafter referred to as the “Section” of the AMERICAN CHEMICAL SOCIETY, hereinafter referred to as the “SOCIETY”.

**BYLAW II
Objects**

Sec. 1. The objects of the Section shall be those of the SOCIETY as stated in the Charter and Constitution of the SOCIETY.

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

Sec. 3. The Section is organized exclusively for charitable, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

**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 Ames, Iowa.

**BYLAW IV
Members and Affiliates**

***Effective March 11, 2014.** 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)

Sec. 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.

Sec 2. The section may have Local Section Affiliates as authorized in the Constitution and Bylaws of the SOCIETY.

Sec. 3. Members and affiliates shall have such rights and privileges as are accorded them by the Constitution and Bylaws of the SOCIETY. Society 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 a voting member of the Executive Committee. Local Section 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 a member of the Executive Committee.

BYLAW V

Officers, Executive Committee, and Councilors

Sec. 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.

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

Sec. 3. The Executive Committee shall consist of the officers of the Section, the Immediate Past Chair, the Councilors, the Alternate Councilors, and three Members-at-Large elected one each year for a term of three years.

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

BYLAW VI

Manner of Election and Terms of Office

Sec. 1. Elected officers of the Section shall serve for a term of one year beginning on January 1 or until their successors are elected. The Chair-Elect shall succeed to the office of Chair upon the completion of the term of office.

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

Sec. 3. 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, if any. 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 next annual election.

Sec. 4. Prior to October 1 of each year, the Chair shall appoint a Nominating Committee of not less than three members to furnish nominees for all elective offices and positions in which vacancies will occur during the ensuing year as described elsewhere in these bylaws.

Sec. 5. The report of the Nominating Committee shall be made to a meeting of the Section and nominations for any office may be made by any member from the floor. The Secretary shall, not later than ten days thereafter, post the list of all nominees, including any additional nominations made at the meeting on the Section website. A notice of this posting will be sent all members of the Section. The election ballot shall be distributed to all members in a manner that ensures (1) fair balloting that is open to all eligible members, (2) anonymity, (3) protection against fraudulent balloting, (4) ballot archiving, and (5) timely reporting and archiving of balloting results.

Sec. 6. All valid ballots cast and received by the Secretary within ten days of distribution shall be counted and/or verified by three tellers appointed by the Chair, and the tellers shall make appropriate report of the balloting to the Secretary. In case of a tie vote for any elective office, the Executive Committee shall decide between the tie candidates by vote.

BYLAW VII Duties of Officers

Sec. 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.

Sec. 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.

BYLAW VIII Committees

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

Sec. 2. 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.

Sec. 3. All committees whose membership is not otherwise provided for in these bylaws shall be appointed by the Chair.

BYLAW IX Meetings

Sec. 1. The Section shall meet upon due notice at such times and places as may suit its convenience.

Sec. 2. A quorum for a business meeting of the Section shall consist of 20 members of the Section. In the absence of a quorum, regular and special meetings shall adjourn to a date.

Sec. 3. 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. The order of business shall be such as the Committee provides from time to time.

Sec. 4. A quorum for an Executive Committee meeting shall consist of a majority of the members of the Committee. In the absence of a quorum, the meeting shall adjourn to a date.

Sec. 5. The Executive Committee shall set the order of business for regular meetings of the Section. The order of business may be suspended by a majority vote of the members present at any regular meeting.

Sec. 6. The parliamentary procedure for all Section meetings, not specifically provided in these bylaws, shall be in accordance with the latest edition of *Robert's Rules of Order Newly Revised*.

BYLAW X **Finances**

Sec. 1. Society Affiliates may be assessed annual Section dues in an amount set by the Executive Committee. Members of the Section, except MEMBERS in emeritus status of the SOCIETY, may be assessed voluntary Section dues in an amount set by the Executive Committee.

Sec. 2. A Local Section Affiliate shall retain affiliate status only so long as payment is made of Local Section Affiliate dues, as set by the Executive Committee, of not less than two dollars (\$2.00) per annum.

Sec. 3. The raising and collecting of funds other than dues may be provided by suitable resolution adopted at a regular or special meeting of the Section by a majority vote of the members present. Such funds shall not conflict with any provision of these bylaws or with the Constitution or Bylaws of the SOCIETY.

Sec. 4. Donations or bequests of funds or property may be accepted by suitable resolution adopted at a regular or special meeting of the Section by a majority vote of the members present. Such donations or bequests of funds or property shall not conflict with any provision of these bylaws and with the Constitution and Bylaws of the SOCIETY.

Sec. 5. 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.

BYLAW XI **Amendments**

Sec. 1. A proposed amendment of these bylaws must first be submitted in writing to the Executive Committee. The petition must be signed by at least 10 members or three percent of the members of the Section, whichever is larger. If it is approved by a majority of the Executive Committee, the Secretary shall furnish all members of the Section with copies of the proposed amendment accompanied by suitable explanations and a ballot not later than the time at which notice of the next

meeting of the Section is given. Twenty days after the date of distributing the amendment, the ballots received by the Secretary shall be counted by a committee appointed by the Chair. The amendment is adopted if at least two-thirds (2/3) of the ballots are affirmative.

Sec. 2. 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 XII

Dissolution of the 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 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.