



***BYLAWS OF THE
CENTRAL NORTH CAROLINA SECTION
OF THE
AMERICAN CHEMICAL SOCIETY**

**BYLAW I
Name**

This organization shall be known as the Central North Carolina Section, hereafter referred to as the “Section”, of the AMERICAN CHEMICAL SOCIETY, hereafter referred to as the “SOCIETY”.

**BYLAW II
Objects**

The objects of the Section shall be to aid and assist the SOCIETY on a local, regional, and national basis in carrying out its objects which are as follows:

The objects of the AMERICAN CHEMICAL SOCIETY shall be to encourage in the broadest and most liberal manner the advancement of chemistry in all its branches; the promotion of research in chemical science and industry; the improvement of the qualifications and usefulness of chemists through high standards of professional ethics, education, and attainments; the increase and diffusion of chemical knowledge and by its meetings, professional contacts, reports, papers, discussions, and publications, to promote scientific interests and inquiry, thereby fostering public welfare and education, aiding the development of our country’s industries, and adding to the material prosperity and happiness of our people.

**BYLAW III
Territory**

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

***Effective October 7, 2011.** 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)

BYLAW IV
Members and Affiliates

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. Any exceptions to this rule shall be made in conformity with the Constitution and Bylaws of the SOCIETY.

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

Section 3. The Section may have Local Section Affiliates as authorized in the Constitution and Bylaws of the SOCIETY.

Section 4. Society Affiliates may not vote for or hold an elective position of the Section, vote on Articles of Incorporation or bylaws of the Section, or serve as voting members of the Executive Committee. Society Affiliates may be appointed as Committee Chairs.

Section 5. Local Section Affiliates may not vote for or hold an elective position of the Section, vote on Articles of Incorporation or bylaws of the Section, or serve as members of the Executive Committee.

Section 6. STUDENT MEMBERS may not serve as officers, Councilors, Alternate Councilors or Temporary Substitute Councilors of the Section. STUDENT MEMBERS may be appointed as Committee Chairs.

BYLAW V
Officers

Section 1. Only MEMBERS of the SOCIETY and the Section shall be eligible to hold an elective position.

Section 2. The officers of the Section shall include a Chair, a Chair-Elect, a Secretary, a Treasurer, and the Immediate Past Chair. The offices of Secretary and Treasurer may be held by the same person. The officers here enumerated shall be elected annually for a term of one year, and shall be installed at the close of the annual meeting. They shall serve until their successors are duly elected and installed.

Section 3. Additional officials shall be a Councilor, or Councilors, and an Alternate Councilor or Alternate Councilors. They shall be elected for a term provided by the Constitution and Bylaws of the SOCIETY, and in such a manner as to provide rotation in office, in any year that it is evident that the election of such officers is necessary in order to maintain the quota set by the SOCIETY.

Section 4.

- a. The Executive Committee, as described elsewhere in these bylaws, shall fill any vacancy in its own body or any vacant office in the Section by the appointment of a MEMBER of

the Section who is qualified to hold office. Such appointed officers or members of the Executive Committee shall hold office until the successors are elected and take office.

- b. a. Any vacancy in the position of Councilor or Alternate Councilor shall be filled for the remainder of the unexpired term at the time of the next annual election. The vacancy may be filled until the next annual election by appointment by the Executive Committee.

Section 5. The Nominating Committee shall submit a full list of nominees to the Executive Committee at least eight weeks prior to holding of the election of officers and one Member-at-Large of the Executive Committee so they may be placed on the ballot. Other nominations may be made from the floor at the next business meeting of the Section.

Section 6. The election of all officers, as provided elsewhere in these bylaws, and one Member-at-Large of the Executive Committee, as provided elsewhere in these bylaws, shall be held at the first fall meeting of the Section, not later than October. The election shall require a majority vote of the members present and shall be made by ballot. Otherwise the election may be made with a show of hands.

Section 7. Councilors and Alternate Councilors shall be elected by ballot by the members of the Section.

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.

BYLAW VI Duties of Officers

Section 1. The duties of the officers of the Section shall be such as usually pertain to their respective offices, together with those duties specifically required by the Constitution and Bylaws of the SOCIETY, and such other duties as their positions may require or be assigned from time to time by the Executive Committee.

Section 2. The Treasurer may or may not be required by the Executive Committee to be bonded in a suitable manner.

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 Vice-Chair or 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 vote of the remaining members.

- 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 distributed 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 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

Committees and their Duties

Section 1. There shall be an Executive Committee consisting of the officers of the Section, the Councilors of the Section, the Immediate Past Chair, and three Members-at-Large of the Section, one member to be elected each year for a term of three years. This Committee shall be in charge of the affairs, funds, and property of the Section. It shall be in charge, also, of all other matters that are not otherwise provided for in these bylaws. The Chair of the Section shall serve as Chair of the Executive Committee and shall appoint members and/or affiliates to all committees authorized in these bylaws or by the Executive Committee. The Chair of the Section shall be recognized as an ex officio member of all committees.

Section 2. A Nominating Committee shall be appointed by the Chair at a spring meeting in April or May, and shall submit a list of nominees for all of the elective offices to the Executive Committee at least eight weeks prior to the elections for officers.

Section 3. A Program Committee, appointed by the Chair, shall provide appropriate programs throughout the year.

Section 4. A Membership Committee, appointed by the Chair, shall obtain new members and see that they are properly introduced and welcomed into the Section. It shall also assist the local Secretary in submitting their applications for membership to the Secretary of the SOCIETY.

Section 5. An Arrangement Committee, a Bylaws Committee, and temporary committees as may be required shall be appointed by the Chair of the Section.

BYLAW IX

Meetings

Section 1. The Annual Meeting of the Section shall be the final regular meeting that is held in the calendar year. The Chair shall present a report, at this meeting, on the activities of the Section during the year of his/her term of office. The Treasurer shall make a financial report for the year. Officers for the next year shall be installed at the close of this meeting.

Section 2. Regular or special meetings shall be held at the call of the Executive Committee, and at each meeting the Chair shall provide time for a brief report by the Secretary and Treasurer.

Section 3. A quorum for the transaction of business at any regular or special meeting shall consist of 25 members of the Section. In the absence of a quorum, the transaction of any business shall be postponed until a later meeting.

Section 4. The order of business for regular meetings of the Section shall be as follows:

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|---------------------------------------|---------------------------|
| a. Minutes of the previous meeting | e. Miscellaneous |
| b. Reports of the Executive Committee | f. Presentation of papers |
| c. Reports of the Officers | g. Discussion of papers |
| d. Reports of the Committees | h. Adjournment |

Section 5. The order of business for the annual meeting shall be the same as for regular meetings except that the installation of officers shall be made before adjournment.

Section 6. The Chair may dispense with the regular order of business at any meeting, if no objection arises from the floor. A majority vote of the voting members present at any meeting may also dispense with the regular order of business.

Section 7. The Executive Committee shall meet at such times and places as may suit its convenience upon the call of the Chair or upon request of a majority of its members. 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 be adjourned to a later date. The most recent edition of *Robert's Rules of Order Newly Revised* shall be the parliamentary authority for all matters not covered in these bylaws or in the SOCIETY's documents.

BYLAW X **Dues, Funds, Donations, and Bequests**

Section 1. All members of the Section, except MEMBERS in emeritus status of the SOCIETY, and Society Affiliates may be assessed such annual Local 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. They shall not be less than the minimum amounts specified in the Bylaws of the SOCIETY.

Section 3. Donations or bequests of funds or property may be accepted by a suitable resolution which may be adopted at any Executive Committee meeting or at a regular or special meeting of the Section by a majority vote of the members present.

Section 4. An annual audit shall be conducted by two or more disinterested members, appointed by an officer with no authority to disburse funds. They shall submit a report to the Executive Committee by January 31.

BYLAW XI **Amendments**

Section 1. These bylaws shall be amended as follows:

- a. The proposed amendment(s) shall have first been 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 a suitable explanation of the bylaw amendment(s).
- d. That at least two-thirds (2/3) of votes 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 XII

Dissolution

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.