• Call to order

A quorum being present chair pro tem Swift called the meeting to order at 6:10 p.m. Eastern Time.

Executive Director Saylor reported there were 30 delegates present.

Motion to adopt the revised bylaws. Article V Unelected Officers, through Article XI Governing Board, §5 Electronic Meetings. Considered. pp. 2–5

Motion to fix the time to which to adjourn to Thursday, April 8, 20121 at 6:00 p.m. Eastern Time. Adopted.

Motion to adjourn. Adopted.

• The chair pro tem Swift adjourned the meeting at 9:00 p.m. Easter Time.

• Adjourn

**Article V Unelected Officers**

§1 Unelected Officers. The Unelected Officers of the Society shall be a President, the immediate Past-President, and the Second-Past-President

§2 Assuming office.

A The previous year President-Elect shall become the President at the beginning of the calendar year following their term.

B The previous year President shall become the immediate Past President at the beginning of the calendar year following their term.

C The previous year immediate Past-President shall become the Second-Past-President at the beginning of the calendar year following their term.

§3 Duties. The Unelected Officers shall perform the duties prescribed by these bylaws, by the Policies & Procedures Manual, and by the Parliamentary Authority.

A The President and immediate Past-President shall serve as delegates to Federation of Analytical Chemistry and Spectroscopy Societies (FACSS) Governing Board.

B In years where the Society has an additional delegate to FACSS, the President shall appoint that delegate.

§4 Removal from Office. Unelected Officers may be removed from office at the pleasure of the Governing Board as provided by the Parliamentary Authority.

**Article VI Appointed Positions**

§1 Appointed Positions. The Appointed Positions of the Society shall be:

A An Editor-in-Chief of Applied Spectroscopy,

B the Publicity and Marketing Committee Director who shall be chair of the Publicity and Marketing Committee, and

C a Section Affairs Director who shall be chair of the Section Affairs Committee.

§2 Appointment. The Appointed Positions shall be appointed by the Executive Committee.

§4 Duties. The Appointed Positions shall perform the duties prescribed by these bylaws, by the Policies & Procedures Manual, and by the Parliamentary Authority.

§5 Removal from Office. Appointed Positions may be removed from office at the pleasure of the Executive Committee as provided by the Parliamentary Authority.

**Article VII At-Large Governing Board Members**

§1 At-Large Governing Board Members. The At-Large Governing Board Members of the Society shall be:

A Five Society Members, elected in even numbered years,

B Five Society Members, elected in odd numbered years.

§2 Term. The term of At-Large Governing Board members shall be two (2) calendar years.

A At-Large Governing Board Members shall continue to serve until their successors are elected and qualified.

§3 Term Limitations. No member shall hold another office of the Society while serving as an At-Large Governing Board member.

**Article VIII Student Representative**

§1 Student Representative. The Society shall have a Student Representative who is elected by the Student Members of the Society. The Student Representative must:

A be a Student Member of the Society at the time of their election, and

B be Enrolled in a graduate or undergraduate degree-granting program for at least one (1) year of their term.

§2 Term. The term of the Student Representative is two (2) calendar years.

§3 Duties. The Student Representative shall perform the duties prescribed by these bylaws, by the Parliamentary Authority, and by the Policies & Procedures Manual.

**Article IX Nominations and Elections**

§1 Nomination Procedure, Time of Elections.

A Notice of election shall be sent to all members thirty (30) days before voting is scheduled to begin.

B The Committee shall post the list of candidates on the Society’s website thirty (30) days before the voting is scheduled to begin.

§2 Nominating Committee.

A A Nominating Committee of five (5) members, four selected by the Governing Board and one (1) selected by the Executive Committee, shall submit the names of nominees.

B The selection of the Nominating Committee shall occur at or before the annual meeting of the Governing Board.

§3 Duties of the Nominating Committee. The Nominating Committee shall nominate candidates for the Elected Officer and At-Large Governing Board Member positions.

A At least seven (7) nominees should be named for the annual election of five (5) At-Large Governing Board Members.

B At least two (2) nominees should be named for the annual election of any upcoming vacancy in Elected Office.

C At least two (2) nominees should be named for the election of any upcoming vacancy in Student Representative.

§4 Members shall vote for the candidates by electronic transmission through an internet platform.

§5 Prerequisites for Nominees. A member nominated as Elected Officer shall be a Regular Member and shall have served in one of the following capacities within the Society:

A As a Governing Board Member,

B as an Executive Committee Member,

C as an Editorial Board member for a Society peer-reviewed journal,

D as a Section Officer,

E as Parliamentarian,

F as Chair of a Society committee,

G in an Appointed Position, or

H as the Society’s elected Student Representative.

**Article X Meetings**

§1 Annual Meeting. The Annual Meeting of the Society shall be held at a time and place determined by the Executive Committee.

§2 Notice. Notice of meetings shall be given at least thirty (30) days in advance of the meeting date.

§3 Electronic Meetings. The Society may hold electronic meetings on an Internet platform.

§4 Quorum. 25 members of the Society shall constitute a quorum.

**Article XI Governing Board**

§1 Board Composition. The Elected and Unelected Officers of the Society, the At-Large Governing Board Members, the Society’s student representative, and the representative from each Technical, Regional, Student, and Special Interest Section, shall constitute the Governing Board.

§2 Powers. The Governing Board shall have full power andauthority over the affairs of the Society except for actions reserved by law, the articles of incorporation, or these bylaws to the members of the Society.

§3 Board Meetings

A Regular meetings of the Governing Board shall be held as determined by the Executive Committee.

B A regular meeting shall be held as close as possible to the Annual Meeting of the members. This meeting shall be the Annual Meeting of the Governing Board and shall be for the purpose of announcing officers, receiving reports of officers and committees, and for any other business that may come before the meeting.

C Special meetings may be called by written petition to the Secretary of five Members of the Governing Board or by request of the Executive Committee.

§4 Duties. The Governing Board Members shall perform the duties prescribed by these bylaws, and by the Parliamentary Authority, and by the Policies & Procedures Manual.

§5 Electronic Meetings. The Governing Board may hold electronic meetings on an Internet platform.

End Bylaws as Revised March 18, 2021