



**American Nuclear Society**  
Local Sections Committee

# **Appendix C: SAMPLE BYLAWS & RULES FOR SECTIONS**

Washington, D.C. Section of the American Nuclear Society, Incorporated  
Bylaws and Rules

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*The following articles constitute the governing documents of the Section. The Bylaws are derived from the Bylaws and Rules of the American Nuclear Society and thus can only be modified by authority of the national Board of Directors. The Rules are developed and maintained by the individual Local Section and can be modified using the procedure set forth within. In the event of a conflict between the Rules and the Bylaws, the Bylaws take precedence. Regulations on Section governance (if any) imposed by the state government should be incorporated into the Rules as necessary.*

Approved May 2009

<b>STANDARD BYLAWS</b>	<b>RULES</b>
<p><b>B1 - NAME</b></p> <p>1. The official name of this organization shall be the Washington, D.C. Section of the AMERICAN NUCLEAR SOCIETY, Incorporated, hereinafter referred to as the Section and Society, respectively.</p>	<p><b>R1 – NAME</b></p> <p>1. The official name of this organization shall be the Washington, D.C. Section of the AMERICAN NUCLEAR SOCIETY, Incorporated, hereinafter referred to as the Section and Society, respectively.</p>
<p><b>B2 - OBJECTIVES</b></p> <p>1. The objectives of the Section shall be consistent with the objectives of the Society as set forth in its Certificate of Incorporation and in Article B2 of its Bylaws and Rules, principally, "the advancement of science and engineering relating to the atomic nucleus, and of allied sciences and arts."</p> <p>2. The Section shall undertake activities for the more active furtherance of the objectives in its locality. These activities shall be identified in Section Rules or Procedures.</p> <p>3. The Section is organized exclusively for educational and scientific purposes, including for these purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law).</p>	<p><b>R2 - OBJECTIVES</b></p> <p>1. For the more active furtherance of the objectives of the Society in its locality, the Section shall undertake:</p> <ul style="list-style-type: none"> <li>a. The formation of closer professional and personal relations among the members;</li> <li>b. The promotion of beneficial and cordial relations with the faculty and students of nearby institutions giving courses related to the nuclear sciences and engineering;</li> <li>c. The cooperation with other scientific and professional groups having similar objectives;</li> <li>d. To cooperation with the Society in the promotion and conduct of national topical and joint meetings, etc., mutually beneficial to the Society and the Section;</li> <li>e. The encouragement of the public in understanding nuclear science and engineering; and</li> <li>f. The engagement in such other activities as may be appropriate for the fulfillment of the objectives of the Society and the Section.</li> </ul>
<p><b>B3 - OBLIGATIONS TO THE SOCIETY</b></p> <p>1. The activities of the Section and its members shall be governed by the provisions of these Bylaws, which shall be in accord with the provisions of the Certificate of Incorporation and the Bylaws and Rules of the Society. As specified in the Section Rules, the Section will also comply with obligations established by a State authority whenever the Section is incorporated in a State within its territory</p>	<p><b>R3 - OBLIGATIONS TO THE SOCIETY</b></p> <p>(none)</p>

<ol style="list-style-type: none"> <li>2. No action, obligation, or expression of the Section shall be considered an action, obligation, or expression of the Society as a whole. Any publication issued by the Section shall be imprinted with a statement that the Section assumes sole responsibility regarding an action, obligation, or expression with respect to the Society.</li> <li>3. The Section shall not have authority to act for or in the name of the Society without prior approval of the Board of Directors or the elected Corporate Officers. However, on local matters the Section may represent the official position of the Section upon the approval of the Section Executive Committee, and after consultation with the Chair of the Society's Public Policy Committee or the Executive Director of the Society.</li> <li>4. The affairs of the Section shall be conducted in such manner that the Section shall be financially independent and shall not rely on support from the funds of the Society.</li> </ol>	
<p><b>B4 - TERRITORY AND MEMBERSHIP</b></p> <ol style="list-style-type: none"> <li>1. The territory in which the Section may operate shall consist of the area designated by the Society.</li> <li>2. Members of any grade in good standing in the Society shall be eligible to become members of this Section. The grade of membership held in the Section shall be the same as the member holds in the Society.</li> <li>3. Voting members of the Society in good standing shall be entitled to the right to vote and hold office in the Section. Voting Society members may hold elective office in no more than one (1) Section concurrently. Student members of the Society and Friends of the ANS (FANS) may be granted the right to vote or to hold office in the Section, except for the position of Chair or Vice Chair, as specified in the Section Rules.</li> <li>4. Non-Society members may be eligible to become Section Participants of the Section if their association will result in the furtherance of the objectives of the Section as set forth in</li> </ol>	<p><b>R4 – TERRITORY AND MEMBERSHIP</b></p> <ol style="list-style-type: none"> <li>1. The territory in which the Section operates consists of the District of Columbia as well as the counties and cities in the State of Maryland and in Northern Virginia.</li> <li>2. Any Society member in good standing shall be entitled to hold office in no more than one (1) Section concurrently. Student, Library, or Organization members shall not have the right to vote or hold office in the Section.</li> <li>3. Non-Society members may be eligible to become Section Participants of the Section if their association will result in the furtherance of the objectives of the Section as set forth in Article B2. Section Participants whose qualifications for participating in Section activities have been approved by majority vote of the Section's Executive Committee shall be entitled, upon payment of the annual Section dues, to receive notices of and attend meetings, and to other privileges specifically granted by the Section. Section Participants have the right to vote in all Section matters, but not for national officers or on national</li> </ol>

<p>Article B2. Section Participants whose qualifications for participating in Section activities have been approved by majority vote of the Section’s Executive Committee shall be entitled, upon payment of a contribution, or mailing fee, not less than the annual Section dues, to receive notices of and to attend meetings, and other privileges specifically granted by the Section.</p> <p>Section Participants may be granted the right to vote on Section matters, as specified in the Section Rules.</p> <p>Participants cannot hold Section offices of Chair or Vice-Chair. Participants may be granted the right to hold other Officer or Executive Committee positions, with all Committee rights, in no more than one Section at any time, as specified in the Section Rules.</p> <p>Participants shall be encouraged to apply for Society Membership.</p>	<p>matters. Participants cannot hold Section office of Chair, Vice-Chair, Secretary, or Treasurer, but are eligible to hold a minority of positions on the Executive Committee with all Committee rights, in no more than one Section at a time. Participants may not advertise or otherwise indicate themselves as affiliates of the Section or of the Society. Participants shall be encouraged to apply for Society membership.</p> <p>4. Persons who have been members of the Section for ten (10) years upon retirement, if not less than sixty (60) years of age, may be entitled to become Emeritus Members.</p>
<p><b>B5 - ASSESSMENTS AND CONTRIBUTIONS</b></p> <ol style="list-style-type: none"> <li>1. The Section shall have the right to levy special and reasonable assessments when authorized by affirmative vote of not fewer than two-thirds (2/3) of the members present at a regular meeting.</li> <li>2. The Section may also accept local non-compulsory financial contributions, but solicitation and acceptance of such contributions shall be subject to the following conditions. (These conditions not required for Sections outside the USA.):             <ol style="list-style-type: none"> <li>a. Limited to solicitation for those activities consistent with the objectives of the Society.</li> <li>b. Notification be given to the President of the Society, in writing, of the intent and purpose of the solicitation; the President may disapprove of such solicitation within 30 days of notification.</li> </ol> </li> <li>3. No part of the net earnings of the Section shall inure to the benefit of, or be distributable to, its members, officers or other private persons, except that the Section shall be authorized and</li> </ol>	<p><b>R5 – ASSESSMENTS AND CONTRIBUTIONS</b></p> <ol style="list-style-type: none"> <li>1. The annual dues for Section membership shall be determined by the Section’s Executive Committee.</li> <li>2. The fiscal year of the Section shall be from July 1 through June 30.</li> <li>3. There shall be no pro-rating of dues.</li> </ol>

<p>empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in this paragraph. No substantial part of the activities of the Section shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Section shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.</p> <p>Notwithstanding any other provisions of these bylaws, the Section shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).</p>	
<p><b>B6 - OFFICERS</b></p> <ol style="list-style-type: none"> <li>1. The officers of the Section shall be a Chair, a Vice-Chair, a Secretary and a Treasurer. The duties of the Secretary and Treasurer may be combined into a single office. The Chair and Vice-Chair must be voting members of the Society.</li> <li>2. Each year the Secretary shall provide the Society with a report which includes a review of Section activities, membership details, names of Officers and Executive Committee members and copies of meeting minutes. The report shall be filed with the Executive Director by August 31. Other information may be requested from time to time by the Executive Director of the Society or the Chair of the Local Sections Committee.</li> </ol>	<p><b>R6 - OFFICERS</b></p> <ol style="list-style-type: none"> <li>1. The officers of the Section shall be a Chair, a Vice-Chair, a Secretary, and a Treasurer. The officers shall hold office for one (1) year or until their successors are elected or appointed.</li> <li>2. The officers shall be either Fellows or Members of the Society.</li> <li>3. The Chair shall have general supervision over the affairs of the Section, under the direction of the Executive Committee. The Chair shall preside at meetings and shall have the power to perform other duties as may be provided in these Rules. The Executive Committee may delegate to the Chair additional specific authorities. The Chair shall be an ex-officio member of all Section committees.</li> <li>4. The Vice-Chair shall, at the time of election, be designated Chair-Elect. While serving, the Vice-Chair shall perform the duties of the Chair in the Chair's absence or when the Chair is unable to serve, and such other duties as may be delegated to the office by the Executive Committee. At the expiration of the</li> </ol>

	<p>term of office, the Vice-Chair shall automatically succeed to the office of Chair.</p> <p>5. The Secretary shall keep a record of the proceedings of the Section and shall have such other duties as may be assigned by the Executive Committee or these Rules. The Secretary shall act as custodian of the Section Bylaws and Rules. The Secretary shall file a copy of the proceedings or minutes of the Section’s Executive Committee meetings following approval of the minutes by the Section’s Executive Committee. The Secretary shall see that a notice of each Section meeting is sent to each member of the Section. In the absence of the Chair and Vice-Chair, the Secretary shall preside at meetings of the Section.</p> <p>6. The Treasurer shall collect and disburse funds of the Section in a repository approved by the Executive Committee, shall handle the financial accounting, shall present a financial report at the first Section meeting during the officer’s term, and shall submit the books of account to the Executive Committee for auditing. The Treasurer shall also have such other duties as may be assigned by the Executive Committee of these Rules.</p>
<p><b>B7 - EXECUTIVE COMMITTEE</b></p> <p>1. The Executive Committee shall be the governing body of the Section and shall have the power to act for the Section in all matters, subject to these Bylaws and to the Certificate of Incorporation and the Bylaws of the Society.</p> <p>2. The Executive Committee shall consist of the Officers of the Section and include the Chair of each Branch if the Chair of the Branch is elected by the Branch membership. Additional members may be specified by the Section Rules</p> <p>3. In order to provide for handling the affairs of the Section, the Executive Committee shall prepare and adopt, in connection with these Bylaws, suitable Rules. Section Rules, and proposed changes to them, must be reviewed for consistency with Society Bylaws and Rules by the Bylaws and Rules Committee of the Society. A copy of such Rules shall then be filed with the Executive Director of the Society.</p>	<p><b>R7 - EXECUTIVE COMMITTEE</b></p> <p>1. The Executive Committee shall consist of the officers of the Section, the immediate past-Chair of the Section, and the chairs of the standing committees, and up to two (2) other members of the Section elected at large. The Section Chair shall be the Chair of the Executive Committee. A quorum shall be constituted by a majority of the members of the Executive Committee.</p> <p>2. When a standing committee is created per Article 13 of these Rules (i.e., it is not mentioned in these Rules), that Committee Chair becomes a member of the Executive Committee. When a standing committee is eliminated per Article 13 of these Rules, that former Committee Chair stops being a member of the Executive Committee, unless that person also meets another criterion for being a member of the Executive Committee.</p>

<p>The procedure for amending the Rules shall be specified in the Rules.</p> <p>4. The Section may enter into cooperative agreements with local scientific and engineering societies, or with local units of such national societies, not contrary to the Certificate of Incorporation and the Bylaws and Rules of the Society.</p>	<p>3. Any vacancy among the officers or on the Executive Committee shall be filled by the Executive Committee for the unexpired term, except that a vacancy in the office of Chair shall be filled by the Vice-Chair.</p> <p>4. Meetings of the Executive Committee may be called at any time by the Chair, or at the request of any two members of the Committee.</p>
<p><b>B8 - MEETINGS</b></p> <p>1. The Section shall hold no fewer than two (2) meetings each year, one of which shall be the annual meeting.</p>	<p><b>R8 – MEETINGS</b></p> <p>1. Meetings shall be held as determined by the Executive Committee at the times and places designated. The Annual Meeting of the Section shall be held in the Spring, but shall not conflict with the Society's Annual Meeting.</p> <p>2. The order of business at meetings of the Section shall be:</p> <ul style="list-style-type: none"> <li>a. Report of committees, except when the Section members have been kept informed of committee activities through a Section newsletter, website, or other appropriate means of communication.</li> <li>b. Unfinished business, as appropriate.</li> <li>c. New business, as appropriate.</li> <li>d. Announcements.</li> <li>e. Papers, lectures, or technical program.</li> </ul> <p>3. A quorum for the transaction of business at the annual or other Section meetings shall consist of not fewer than twenty-five (25) qualified voters, or twenty percent (20%) of the membership, whichever is less.</p>
<p><b>B9 - RULES OF ORDER</b></p> <p>1. Rules contained in Robert's Rules of Order, current edition, shall be used in the conduct of meetings of the Section and shall be the authority on parliamentary procedures except as may otherwise be required by the laws of incorporation of the Society and the Bylaws and Rules of the Section and the Society.</p>	<p><b>R9 - RULES OF ORDER</b></p> <p>(none)</p>

<p><b>B10 - AMENDMENTS</b></p> <p>1. Amendments to these Standard Bylaws may be proposed by any Local Section, the Local Sections Committee, the Society Bylaws and Rules Committee, or the Society Board of Directors. Amendments must be of a nature that they can be applied equitably to all Local Sections, in keeping with the intent of the Standard Bylaws.</p> <p>All proposed amendments shall be forwarded to each Local Section for comment. Comments should be filed with the Local Sections Committee Chair no later than forty-five (45) days prior to the next ANS national meeting. Further detailed procedures for approval of amendments to the Standard Bylaws are in the ANS Rule R17.5.1.</p> <p>2. The Local Sections Committee shall notify all Local Sections of approved amendments to the Standard Bylaws. Each Local Section shall be responsible for reviewing approved amendments to determine if corresponding changes to the Local Section’s Rules are required.</p>	<p><b>R10 –AMENDMENTS</b></p> <p>1. These Section Rules may be amended at any meeting attended by a quorum of members of the Section, following approval of the proposed amendment by a 2/3 vote of the Section Executive Committee. The text of the proposed amendments and of any existing articles thereby affected must be provided to the members by (a) electronic mail; (b) posting on the Section website; or (c) postal mail, at least fifteen (15) days before the meeting at which the vote will take place.</p> <p>2. Alternatively, following Executive Committee approval of the proposed changes, the Section Rules may be amended by ballot mailed to Section members, either at the time of election of Section officers or as a separate vote.</p> <p>3. Following Executive Committee approval, adoption of a proposed amendment to the Section Rules shall require an affirmative vote of the majority of the members voting.</p> <p>4. The proposed amendment shall become effective following Section approval and review by the Society Bylaws and Rules Committee, and the Section Secretary’s filing of a copy of the amended Rules with the Executive Director of the Society.</p> <p>5. The Secretary shall be responsible for preparing a copy of the Section Rules as soon as practicable after adoption or amendment, and providing it to the Webmaster for posting on the Section website. In the event the Section website is not being maintained, the Executive Committee will determine how copies of the Rules will be made available to Section members.</p>
<p><b>B11 - DISSOLUTION</b></p> <p>1. Upon the dissolution of the Section, assets shall be distributed first in accordance with the Articles of Incorporation of the Section. If no such Articles exist, or potential recipients are not named specifically, then the Society, an organization exempt under Section 501(c)(3) of the Internal Revenue Code, shall take possession of assets for one or more exempt</p>	<p><b>R11 – DISSOLUTION</b></p> <p>(none)</p>



<p>purposes within the meaning of that Section of the Code or corresponding section of any future federal tax code, or they shall be distributed to the Federal government, or to a state or local government, for a public purpose.</p>	
<p><b>B12 - ELECTION AND ELIGIBILITY</b></p> <p>(none)</p>	<p><b>R12 -ELECTION AND ELIGIBILITY</b></p> <ol style="list-style-type: none"> <li>1. The officers of Section shall be elected by letter ballot.</li> <li>2. The Nominating Committee constituted under the provisions of these Rules shall place a list of their nominees in the hands of the Secretary not later than March 15. The Secretary shall prepare and provide to each member of the Section not later than April 15, a ballot containing the nominations made by the Nominating Committee, and in addition any other nominations submitted by endorsement of not fewer than ten (10) members received in writing either by the Nominating Committee or by the Secretary prior March 15.</li> <li>3. For each elective office, at least one candidate shall be named by the Nominating Committee. Each nominated candidate shall have agreed to serve if elected. The ballot shall also contain spaces for write-in names for each office.</li> <li>4. Voting shall be by secret ballot and members shall cast their ballots by mail. Ballots shall be marked in the usual manner and sealed in a ballot envelope. This envelope shall be enclosed within a larger envelope for mailing to the Secretary. The voter's signature shall appear on the outer envelope and shall not appear on the ballot envelope. Ballots not accompanied by the validating signature shall be rejected.</li> <li>5. Ballots shall be mailed for reaching the Secretary not later than May 1. The Section Chair shall appoint a Committee of Tellers of not fewer than three (3) members of the Section who are neither members of the Executive Committee, nor candidates for office, for counting the validated ballots as received from the Secretary.</li> <li>6. The Tellers shall report the results of the election not later than May 15 to the Secretary, who shall declare elected to each office the</li> </ol>

	<p>candidate receiving the largest number of votes for that office.</p> <p>7. Should a tie occur, the Section shall resolve the tie by ballot vote at the Annual Meeting.</p> <p>8. The elected candidates shall be installed and their terms of office shall commence July 1 each year.</p> <p>9. Members shall not be eligible for election to more than one office concurrently, nor for two (2) consecutive terms for the same office, with the exception of the Secretary and the Treasurer who shall be eligible for not more than three (3) consecutive terms. After one (1) term in office, the Chair shall automatically be succeeded by the Vice-Chair.</p>
<p><b>B13 -SECTION COMMITTEES</b></p> <p>(none)</p>	<p><b>R13 -SECTION COMMITTEES</b></p> <p>1. The standing and special committees of the Section shall be appointed by the Section Chair. Members of the standing committees shall serve during the Chair’s tenure of office, except as otherwise specified. The Section Chair shall designate all committee chairs, subject to approval by the Executive Committee. The Executive Committee may change the personnel of committees at any time at its discretion.</p> <p>2. The standing committees shall include:</p> <p>a. Membership Committee – charged with the duty of bringing the advantages of Section and Society membership to the attention of qualified candidates.</p> <p>b. Program Committee – charged with the responsibility of planning Section meetings and for coordinating all meetings with those of the Society and of affiliated organizations. This committee shall also be responsible for all arrangements necessary to properly hold and conduct the Section’s meetings.</p> <p>c. Education Committee – charged with the responsibility of: (i) assisting area schools and colleges in presenting a broad view of the fields and requirements for science and engineering pertaining to the atomic nucleus</p>

	<p>and the allied sciences and arts, (ii) encouraging promising students to consider careers in the nuclear fields, and (iii) providing information on nuclear-related sciences to the public.</p> <p>d. Communications Committee—responsible for developing the Section newsletter and maintaining the Section website. The Section Webmaster and Newsletter Editor shall serve as co-chairs of this Committee and shall both be members of the Executive Committee. The Secretary of the Section may serve as one of the co-chairs of this Committee.</p> <p>e. Public Information Committee—charged with disseminating information on nuclear science and technology in general, and issues of local interest, in particular, to the public.</p> <p>3. Additional standing committees may be created or eliminated by a two-thirds vote of the Executive Committee.</p> <p>4. The special committees shall include:</p> <p>a. Nominating Committee – shall nominate candidates for the elective offices per Article R12 of these rules.</p> <p>b. Auditing Committee – composed of not fewer than two (2) Section members for the purpose of auditing the Treasurer’s book of account.</p> <p>c. Committee of Tellers – shall count the validated ballots and report the results to the Secretary per Article R12 of these Rules.</p> <p>5. Additional special committees may be established by the Section Chair as necessary, and shall be dissolved upon completion of the duties assigned to them.</p>
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**American Nuclear Society  
Idaho Local Section  
Bylaws and Rules**

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Amendments in a Nutshell

1. Section Member rights (voting in Section election)
2. Notification and copies of amended Rules
3. Executive Committee approval of election ballot
4. Committee Scope

## Idaho Section of the American Nuclear Society – Bylaws and Rules

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<b>STANDARD BYLAWS</b>	<b>RULES</b>
<p><b>B1 - NAME</b></p> <p>1. The official name of this organization shall be the Idaho Section of the AMERICAN NUCLEAR SOCIETY, Incorporated, hereinafter referred to as the Section and Society, respectively.</p>	<p><b>R1 – NAME</b></p> <p>1. The official name of this organization shall be the Idaho Section of the AMERICAN NUCLEAR SOCIETY, Incorporated, hereinafter referred to as the Section and Society, respectively.</p>
<p><b>B2 - OBJECTIVES</b></p> <p>1. The objectives of the Section shall be consistent with the objectives of the Society as set forth in its Certificate of Incorporation and in Article B2 of its Bylaws and Rules, principally, "the advancement of science and engineering relating to the atomic nucleus, and of allied sciences and arts."</p> <p>2. The Section shall undertake activities for the more active furtherance of the objectives in its locality. These activities shall be identified in Section Rules or Procedures.</p> <p>3. The Section is organized exclusively for educational and scientific purposes, including for these purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law).</p>	<p><b>R2 - OBJECTIVES</b></p> <p>1. The objectives of the Section shall be consistent with the objectives of the Society as set forth in its Certificate of Incorporation and in Article B2 of its Bylaws and Rules, principally, "the advancement of science and engineering relating to the atomic nucleus, and of allied sciences and arts."</p> <p>2. For the more active furtherance of the objectives in its entire operating territory, the Section shall undertake:</p> <ul style="list-style-type: none"> <li>a. The formation of closer professional and personal relations among the members;</li> <li>b. The promotion of beneficial and cordial relations with the faculty and students of nearby institutions offering courses in nuclear science, engineering and related fields, and the establishment of financial support to those institutions to aid students preparing for careers in nuclear science, engineering, and related fields;</li> <li>c. Cooperation with other scientific and professional groups having similar objectives;</li> <li>d. Cooperation with the Society in promoting and conducting National, Topical, and joint meetings, conferences, etc., mutually beneficial to the Society and the Section;</li> <li>e. To encourage public understanding of nuclear science, engineering and technology, and</li> <li>f. To engage in such other activities as may be appropriate for the fulfillment of the objectives of the Society.</li> </ul>
<p><b>B3 - OBLIGATIONS TO THE SOCIETY</b></p> <p>1. The activities of the Section and its members shall be governed by the provisions of these Bylaws, which shall</p>	<p><b>R3 – OBLIGATIONS TO THE STATE OF IDAHO</b></p> <p>1. The activities of the Section and its members</p>

## Idaho Section of the American Nuclear Society – Bylaws and Rules

<p>be in accord with the provisions of the Certificate of Incorporation and the Bylaws and Rules of the Society. As specified in the Section Rules, the Section will also comply with obligations established by a State authority whenever the Section is incorporated in a State within its territory</p> <ol style="list-style-type: none"> <li>2. No action, obligation, or expression of the Section shall be considered an action, obligation, or expression of the Society as a whole. Any publication issued by the Section shall be imprinted with a statement that the Section assumes sole responsibility regarding an action, obligation, or expression with respect to the Society.</li> <li>3. The Section shall not have authority to act for or in the name of the Society without prior approval of the Board of Directors or the elected Corporate Officers. However, on local matters the Section may represent the official position of the Section upon the approval of the Section Executive Committee, and after consultation with the Chair of the Society's Public Policy Committee or the Executive Director of the Society.</li> <li>4. The affairs of the Section shall be conducted in such manner that the Section shall be financially independent and shall not rely on support from the funds of the Society.</li> </ol>	<p>shall comply with the provisions of the Certificate of Incorporation of the Local Section in the State of Idaho.</p>
<p><b>B4 - TERRITORY AND MEMBERSHIP</b></p> <ol style="list-style-type: none"> <li>1. The territory in which the Section may operate shall consist of the area designated by the Society.</li> <li>2. Members of any grade in good standing in the Society shall be eligible to become members of this Section. The grade of membership held in the Section shall be the same as the member holds in the Society.</li> <li>3. Voting members of the Society in good standing shall be entitled to the right to vote and hold office in the Section.</li> </ol>	<p><b>R4 – TERRITORY AND MEMBERSHIP</b></p> <ol style="list-style-type: none"> <li>1. The territory in which the Section may operate shall consist of the States of Idaho defined by U.S. Postal Service codes 83200 through 83899, western Montana as defined by U.S. Postal Service codes 59400 through 5999, Utah as defined by U.S. Postal Service codes 84000 through 84799, western Wyoming as defined by U.S. Postal Service codes 82100 through 82199, 82400 through 82599, 82900 through 83100 and other areas that may be assigned to the Section by ANS Headquarters</li> <li>2. Section Participants and Student members of the Section have the right to vote and to hold office except for the right to hold the office of Chair or</li> </ol>

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<p>Voting Society members may hold elective office in no more than one (1) Section concurrently. Student members of the Society and Friends of the ANS (FANS) may be granted the right to vote or to hold office in the Section, except for the position of Chair or Vice Chair, as specified in the Section Rules.</p> <p>4. Non-Society members may be eligible to become Section Participants of the Section if their association will result in the furtherance of the objectives of the Section as set forth in Article B2. Section Participants whose qualifications for participating in Section activities have been approved by majority vote of the Section's Executive Committee shall be entitled, upon payment of a contribution, or mailing fee, not less than the annual Section dues, to receive notices of, to attend meetings, and to have other privileges specifically granted by the Section.</p> <p>Section Participants may be granted the right to vote on Section matters, as specified in the Section Rules.</p> <p>Participants cannot hold Section offices of Chair or Vice-chair, Participants may be granted the right to hold other Officer or Executive Committee positions, with all Committee rights, in no more than one Section at any time, as specified in the Section Rules.</p> <p>Participants shall be encouraged to apply for Society Membership.</p>	<p>Vice-Chair. Such individuals shall be considered members of the Section.</p> <p>3. Library or Organization members shall not have the right to vote or hold elective office in the Section.</p> <p>4. Persons who have been members of the Section and/or other Sections for at least ten (10) years, living within the territory of the Section, and having retired from full-time employment shall be designated as Lifetime Members if not less than sixty (60) years of age.</p>
<p><b>B5 - ASSESSMENTS AND CONTRIBUTIONS</b></p> <p>1. The Section shall have the right to levy special and reasonable assessments when authorized by affirmative vote of not fewer than two-thirds (2/3) of the members present at a regular meeting.</p> <p>2. The Section may also accept local non-compulsory financial contributions, but solicitation and acceptance of such contributions shall be subject to the</p>	<p><b>R5 – ASSESSMENTS AND CONTRIBUTIONS</b></p> <p>1. The annual dues for Section membership shall be established by the Section Executive Committee.</p> <p>2. The fiscal year of the Section shall begin on July 1 and end on June 30 of the following year.</p> <p>3. The Section shall have the right to levy special and reasonable assessments when authorized by affirmative vote of not less than two-thirds (2/3) of the members present at any regular or special meeting properly called in accordance with</p>

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<p>following conditions. (These conditions not required for Sections outside the USA.):</p> <ol style="list-style-type: none"><li>a. Limited to solicitation for those activities consistent with the objectives of the Society.</li><li>b. Notification be given to the President of the Society, in writing, of the intent and purpose of the solicitation; the President may disapprove of such solicitation within 30 days of notification.</li></ol> <p>3. No part of the net earnings of the Section shall inure to the benefit of, or be distributable to, its members, officers or other private persons, except that the Section shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in this paragraph. No substantial part of the activities of the Section shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Section shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.</p> <p>Notwithstanding any other provisions of these bylaws, the Section shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).</p>	<p>Rules 10 and 11.</p>
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<p><b>B6 - OFFICERS</b></p> <ol style="list-style-type: none"> <li>1. The officers of the Section shall be a Chair, a Vice-Chair, a Secretary and a Treasurer. The duties of the Secretary and Treasurer may be combined into a single office. The Chair and Vice-Chair must be voting members of the Society.</li> <li>2. Each year the Secretary shall provide the Society with A report which includes a review of Section activities, membership details, names of Officers and Executive Committee members and copies of meeting minutes. The report shall be filed with the Executive Director by August 31. Other information may be requested from time to time by the Executive Director of the Society or the Chair of the Local Sections Committee.</li> </ol>	<p><b>R6 - OFFICERS</b></p> <ol style="list-style-type: none"> <li>1. The officers of the Section shall be a Chair, a Vice-Chair, a Secretary and a Treasurer. The Vice-Chair shall be designated Chair-Elect. The Chair and the Vice-Chair shall be voting members of the Society. The officers shall hold office of one (1) year concurrently with the fiscal year or until their successors are elected (or appointed and confirmed) and installed.             <ol style="list-style-type: none"> <li>a. The Chair shall have supervision over the affairs of the Section under the direction of the Executive Committee. He/she shall preside at meetings and shall have the power to perform other duties as provided in these Bylaws or as may be delegated to him/her by the Executive Committee. He/she shall be an ex-officio member of all Section committees except the nominating committee and the annual election Board of Tellers.</li> <li>b. The Vice-Chair at the time of his/her election shall be designated Chair-Elect. While serving as Vice-Chair, he/she shall perform the duties of the Chair in his/her absence or if he/she is unable to serve, and such other duties as may be delegated to him/her by the Executive Committee. He/she shall be Chair of the Section’s Planning Committee and be responsible for the review and update of the Section’s current planning document. At the expiration of his/her term, the Vice-Chair shall automatically succeed to the office of Chair unless he/she became Vice-Chair by appointment of the Chair as provided in Rule 7 section 3, in which case he/she must stand for election before assuming the office of Chair. In this case he/she may be the candidate for the office of Chair presented on the ballot.</li> <li>c. The Secretary shall keep a record of the proceedings of the Section and shall have such other duties as may be assigned to him/her by the Executive Committee and these Rules. He/she shall act as custodian of the Society Bylaws and Rules, of the Section Rules, Articles of Incorporation within the State of Idaho, and past records of the Section. He/she shall provide to the Society a report that includes a review of Section activities, membership details, names of Officers and Executive Committee members and copies of meeting minutes.</li> </ol> <p>He/she shall during the first sixty (60) days of the</p> </li> </ol>

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	<p>elected term confirm and report to the Executive Committee of the Section that the forms filed with the Idaho Secretary of State and the Internal Revenue Service are current and valid.</p> <p>He/she shall see that a notice of each Section business meeting is sent to each member of the Section not less than ten (10) days before the date of that meeting. In the absence of the Chair and Vice-Chair, he/she shall preside at the meetings of the Section.</p> <p>d. The Treasurer shall collect and disburse funds as authorized by the Executive Committee. He/she shall deposit the funds of the Section in a repository approved by the Executive Committee, shall handle the financial accounting, shall present a financial report at Section meetings during his/her term of office, and shall submit his/her books of account to the Auditing Committee at the end of his/her term of office. He/she shall file the appropriate required forms with the U.S. Internal Revenue Service and report in writing to the Executive Committee that such forms have been filed and copies have been provided to the Section Secretary. He/she shall be responsible to file with the Executive Director of the Society not later than February of each year an annual financial report consisting of an operating statement of income and expenses; in addition, he/she shall file with the Executive Director of the Society a copy of the forms filed with the Internal Revenue Service. He/she shall also have such other duties as may be assigned to him/her by the Executive Committee. In the absence of other officers, he/she shall preside at meetings of the Section.</p>
<p><b>B7 - EXECUTIVE COMMITTEE</b></p> <ol style="list-style-type: none"> <li>1. The Executive Committee shall be the governing body of the Section and shall have the power to act for the Section in all matters, subject to these Bylaws and to the Certificate of Incorporation and the Bylaws of the Society.</li> <li>2. The Executive Committee shall consist of the Officers of the Section and include the Chair of each Branch if the Chair of the Branch is elected by the Branch membership. Additional members may be specified by the Section Rules</li> </ol>	<p><b>R7 - EXECUTIVE COMMITTEE</b></p> <ol style="list-style-type: none"> <li>1. The Executive Committee shall be subject to the Section Bylaws, Rules and to the Certificate of Incorporation with the State of Idaho.</li> <li>2. The Executive Committee shall consist of the officers of the Section and three (3) Directors, two of whom shall be elected as hereinafter provided. The third Director shall be the immediate past Chair of the Section, but in the event he/she is unable to serve, the most recent past Section Chair available shall serve. The elected directors shall have terms of one (1) year. The Chairs of the Standing Committees may be invited to attend Executive Committee meetings.</li> </ol>

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<p>3. In order to provide for handling the affairs of the Section, the Executive Committee shall prepare and adopt, in connection with these Bylaws, suitable rules. Section Rules, and proposed changes to them, must be reviewed for consistency with Society Bylaws and Rules by the Bylaws and Rules Committee of the Society. A copy of such rules shall then be filed with the Executive Director of the Society.</p> <p>4. The Section may enter into cooperative agreements with local scientific and engineering societies, or with local units of such national societies, not contrary to the Certificate of Incorporation and the Bylaws and Rules of the Society.</p>	<p>The Chair of the Section shall be the Chair of the Executive Committee. A quorum shall be constituted by a simple majority of the members of the Executive Committee.</p> <p>3. Any vacancy among the officers or on the Executive Committee occurring during the year shall be filled by appointment by the Section Chair subject to confirmation by a majority of the Executive Committee for the unexpired term with the two following exceptions: 1) a vacancy in the office of Chair shall be filled by the Vice-Chair who shall also continue to perform the duties of the Vice-Chair until he/she is installed as Chair for the following year, and 2) a vacancy in the office of Vice-Chair/Chair-Elect shall be filled by appointment by the Section Chair and confirmation by a majority of the Executive Committee as prescribed above; however, an appointed Vice-Chair shall not automatically become Chair-Elect, but must stand for election before as provided in Rule 6 Section 1-b.</p> <p>4. The Executive Committee shall prepare and adopt, in accordance with Society Bylaws and Rules, any changes to these Section Rules. Such Rules shall be adopted by affirmative vote of not less than two-thirds (2/3) of the Executive Committee. A copy of such rules shall be filed with the Executive Director of the Society</p> <p>5. Meetings of the Executive Committee may be called at any time by the Chair, or at the request of any two (2) members of the Executive Committee.</p> <p>6. Neither the Section, nor any officer or representative thereof, shall have authority to contract for, or pledge the credit of, the Society.</p>
<p><b>B8 - MEETINGS</b></p> <p>1. The Section shall hold no fewer than two (2) meetings each year, one of which shall be the annual meeting.</p>	<p><b>R8 – MEETINGS</b></p> <p>1. Meetings of the Section shall be held as determined by the Executive Committee at the times and places designated. There shall be no fewer than four (4) meetings each year, one of which shall be the annual meeting to be held in May or June. The annual meeting shall not conflict with the date(s) of the Society’s Annual Meeting. Business meetings may be held in conjunction with program meetings.</p> <p>2. A notice of each Section business meeting shall</p>

## Idaho Section of the American Nuclear Society – Bylaws and Rules

	<p>be mailed to each voting and non-voting member by the Secretary or his/her delegate not less than ten (10) days before the date of that meeting.</p>
<p><b>B9 - RULES OF ORDER</b></p> <p>1. Rules contained in Robert's Rules of Order, current edition, shall be used in the conduct of meetings of the Section and shall be the authority on parliamentary procedures except as may otherwise be required by the laws of incorporation of the Society and the Bylaws and Rules of the Section and the Society.</p>	<p><b>R9 - QUORUM AND RULES OF ORDER</b></p> <p>1. A quorum for the transaction of business at Section meetings shall consist of not fewer than twenty percent of the voting Members.</p> <p>2. Rules contained in Robert's Rules of Order, current edition, shall be used for interpreting the Bylaws and Rules of the Society and Section.</p>
<p><b>B10 - AMENDMENTS</b></p> <p>1. Amendments to these Standard Bylaws may be proposed by any Local Section, the Local Sections Committee, the Society Bylaws and Rules Committee, or the Society Board of Directors. Amendments must be of a nature that they can be applied equitably to all Local Sections, in keeping with the intent of the Standard Bylaws.</p> <p>All proposed amendments shall be forwarded to each Local Section for comment. Comments should be filed with the Local Sections Committee Chair no later than forty-five (45) days prior to the next ANS national meeting. Further detailed procedures for approval of amendments to the Standard Bylaws are in the ANS Rule R17.5.1.</p> <p>2. The Local Sections Committee shall notify all Local Sections of approved amendments to the Standard Bylaws. Each Local Section shall be responsible for reviewing approved amendments to determine if corresponding changes to the Local Section's Rules are required.</p>	<p><b>R10 –AMENDMENTS and SPECIAL BALLOTS</b></p> <p>1. Any Rules provided herein, may be amended by affirmative vote of not less than two-thirds (2/3) of the members serving on the Executive Committee, provided that the text of the proposed amendments has been furnished to each member of the Committee not less than ten (10) days before the meeting at which a vote will be taken. Such Rules must be filed with the Executive Director of the Society.</p> <p>2. In the case of a conflict between the Section Rules and the Section Bylaws or Society Bylaws and Rules, the Section Bylaws and the Society Bylaws and Rules shall take precedence. Upon approval by the Executive Committee, a copy of the amended Rules shall be delivered to the Society Bylaws and Rules Committee for review.</p> <p>2. Section business other than amendments to Section Rules requiring a vote of the Section members may be included on the ballot in lieu of being voted upon at a Section meeting, if the placement of the issue on the ballot is approved by at least two-thirds (2/3) of a quorum of a legally constituted meeting of the Executive Committee.</p> <p>3. The Section Secretary shall be responsible for providing to the members of the Executive Committee, copies of the Rules within thirty (30) days after adoption or amendment. He/she shall supply single copies of such amended Rules as may be requested by Section members in good standing within thirty (30) days upon request.</p>

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<p><b>B11 - DISSOLUTION</b></p> <p>1. Upon the dissolution of the Section, assets shall be distributed first in accordance with the Articles of Incorporation of the Section. If no such Articles exist, or potential recipients are not named specifically, then the Society, an organization exempt under Section 501(c)(3) of the Internal Revenue Code, shall take possession of assets for one or more exempt purposes within the meaning of that Section of the Code or corresponding section of any future federal tax code, or they shall be distributed to the Federal government, or to a state or local government, for a public purpose.</p>	<p><b>R11 –DISSOLUTION</b></p> <p>1. Dissolution of the Section shall be in accordance with the Articles of Incorporation of the Section and the Bylaws and Rules of the Society.</p>
<p><b>B12 - ELECTION AND ELIGIBILITY</b></p> <p>(none)</p>	<p><b>R12 -ELECTION AND ELIGIBILITY</b></p> <p>1. The Section officers (except the Chair) and members of the Executive Committee shall be elected by letter ballot.</p> <p>2. To be certified a) each nominee for the office of Chair, and Vice-Chair/Chair-Elect shall be a voting member in good standing of both the Section and the Society, b) each nominee for all other offices shall be a member in good standing within the Section, c) each nominee shall be fully aware of the duties and obligations of the office for which he/she is nominated, and d) each nominee, if elected, shall have agreed to serve. The Secretary shall prepare and forward to each current member, and fellow of the Section not later than March 15, a ballot and an official return envelope with provision for the voter to certify on the envelope that he/she is a member of the Section. The ballot shall contain the nominations submitted by the nominating committee and in addition, any other nominations submitted by petition with the endorsement of not less than ten (10) members received in writing either by the Nominating Committee or by the Secretary prior to March 1<sup>st</sup>.</p> <p>3. For each elective office, at least two candidates could be named by the Nominating Committee</p>

	<p>except as follows. The election of the current Vice-Chair/Chair-Elect to become Chair is automatic as provided by Rule R6, Section 1-b of these Rules and his/her name need not appear on the ballot. If he/she is not available, two candidates shall be nominated for Chair. At the option of the Secretary who prepares the ballot, the name of the Vice-Chair/Chair-Elect may be placed on the ballot; however, no other nominated candidate for Chair may appear on the ballot and no space shall be provided for a write-in candidate for Chair. Only one candidate need be named for any other office if said candidate is the current elected officer and is being nominated for a consecutive term. The ballot shall contain spaces for write-in names for each office other than for Chair when the candidate is the current Vice-Chair/Chair-Elect.</p> <ol style="list-style-type: none"><li>4. Voting shall be by secret ballot. A Board of Tellers shall be appointed by the Chair from the members of the Section who are not members of the Executive Committee or nominees for elective office. Ballots shall be mailed to the Chair of the Board of Tellers who shall confirm the eligibility of each voter. In order to be counted, they shall reach the Chair of the Board of Tellers not later than April 30.</li><li>5. The Board of Tellers shall report the results of the election to the Secretary who shall declare elected to each office the candidate receiving the largest number of votes for that office. Should a tie vote occur, the Section shall resolve the tie by ballot vote at the next regular meeting or special meeting of the Section called in accordance with the Section Rules.</li><li>6. The elected candidates shall be installed at the annual meeting of the Section and their terms of office shall commence concurrently with the new fiscal year. In the event that an elected candidate determines that he/she will be unable to serve after he/she is elected but before she/he is installed, the vacancy shall be filled by appointment by the incoming Section Chair and confirmed by majority vote of the incoming Executive Committee as provided in Rule R7 Section 3.</li><li>7. Members shall not be eligible for election to more than one office concurrently, nor for more than two consecutive terms for the same office, with the exception of the Secretary and Treasurer who shall be eligible for not more</li></ol>
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Idaho Section of the American Nuclear Society – Bylaws and Rules

	<p>than three (3) consecutive terms. After one (1) term in office, the Chair shall automatically be succeeded by the Vice-Chair. Any member that has held an office for the maximum number of consecutive terms as provided above shall again be eligible to be nominated and elected to any office after a waiting period of one (1) year during which time he/she did not hold that elective office.</p>
<p><b>B13 -SECTION COMMITTEES</b></p> <p>(none)</p>	<p><b>R13 -SECTION COMMITTEES</b></p> <p>1. The Standing and Special Committees of the Section shall be appointed, as required, by the Chair of the Section to serve to the end of his/her term except as otherwise specified. Members of the Section shall be eligible to serve on appointed committees. Appointments to committees shall be reported to the Executive Committee and shall be subject to their approval. The Chair may change the personnel of committees at any time at his/her discretion subject to the approval of a majority of the Executive Committee.</p> <p>a. All Standing Committee Chairs shall by the 1<sup>st</sup> of September submit to the Section Chair a written plan of activities for the coming program year. The plan for each committee shall include an estimate of the amount of Section funds that should be budgeted for the activities of that committee during that program year. Standing Committee Chairs shall be authorized to expend section funds for approved committee activities upon approval of their committee budgets by the Executive Committee.</p> <p>b. All Standing Committee Chairs shall periodically submit activity and projected action reports as requested by the Section Chair. Copies shall also be sent to the Section Secretary.</p> <p>c. The Standing Committees may include but are not limited to the following:</p> <p>1. Membership Committee – Charged with the duty of bringing the advantages of Society and Section membership to the attention of qualified candidates, and handling transfers. It shall also oversee the appointment and activities of Representatives who shall oversee the enrollment of Section members and Section in selected geographical areas or regions of employment. This committee is also responsible for organizing any</p>

## Idaho Section of the American Nuclear Society – Bylaws and Rules

	<p>fundraising activities independent of membership drives and topical meetings.</p> <p>2. Topical Meetings and Arrangements Committee – Responsible for planning Section program meetings and professional development activities, for coordinating all meetings with those of the Society and of affiliated organizations, and in cooperation with the Publications Committee preparation of all notices to Section members and for public announcements of programs.</p> <p>3. Education/Scholarship/Endowment Committee –</p> <p>Responsible for designing and coordinating activities promoting understanding of nuclear science and technology among members of community organizations and educational institutions. The Education Committee shall assist the staff and faculty of schools, colleges, and libraries in presenting accurate information in the areas of nuclear science, engineering, and related fields.</p> <p>The Education Committee shall oversee the disbursement of scholarship and endowment funds contributed by the Section to colleges, universities and technical schools for the assistance of students preparing for careers in nuclear science, engineering, and related fields. It shall encourage and inform Section members how to contribute, as individuals, to scholarships and other funds in the name of the Section.</p> <p>4. Honors and Awards Committee – Reviews and recommends to the Executive Committee the advancement in membership grade of those Section members who are so qualified. This shall include nomination of members to the honor of Fellow in the Society. It shall be responsible for recommending to the Society nominees for National offices and members for National committees. The Committee shall be responsible for soliciting nominations for national awards and committee positions. The Immediate Past Chair is an ex officio member of the committee and shall be primarily responsible for the completion of the Local Section Meritorious Award nomination.</p> <p>5. Topical Meetings Coordination Committee – Ad hoc committee deployed at the discretion of the Chair which is responsible for developing and updating the Section's</p>
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	<p>Planning Document that shall include a one-year tactical plan as part of a longer-term planning period. The Planning Document shall include proposals for sponsoring ANS Topical Meetings. The Planning and Topical Meetings Committee shall be chaired by the Vice-Chair /Chair-Elect of the Section and may include members of Executive Committee and each of the Standing Committees at the discretion of the Vice-Chair /Chair-Elect. The updated Planning Document shall be submitted to the Executive Committee for approval at a date declared by the Chair.</p> <p>d. Additional Standing Committees may be created by a two-thirds (2/3) vote of the Executive Committee.</p> <p>e. The terms of all Standing Committees shall be coincident with those of the Section officers.</p> <p>2. Special Committees:</p> <p>a. The Special Committees shall include:</p> <ol style="list-style-type: none"><li>1. Nominating Committee – Composed of not less than three (3) Section members who shall nominate candidates for the elective offices and the Executive Committee of the Section. The Chair of the Nominating Committee shall be the previous Chair of the Section who serves as a Director of the Section. If he/she is not available, the most recent Chair of the Section who is available shall serve as Chair of the Nominating Committee. The Nominating Committee shall meet in a timely manner in order to present their recommendations to the Section's Executive Committee and Secretary no later than February, as provided in Rule R8.</li><li>2. Auditing Committee – Composed of not less than three (3) Section members whose sole function shall be to audit the outgoing Treasurer's books of account and report their findings to the Section's Executive Committee.</li><li>3. Board of Tellers – Composed of not less than three (3) Section members, none of whom is a candidate for election, which shall supervise the conduct and certify the results of the annual election of the Section officers.</li><li>4. Rules Committee – Responsible for the review and update of the Sections Rules to assure that Section activities are consistent with current ANS Bylaws and Rules and that the Rules meet the criteria of the Society.</li></ol>
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## Idaho Section of the American Nuclear Society – Bylaws and Rules

	<p>b. At the completion of work or purpose for which the Special Committee was created, the Chair of the Committee shall submit a report to the Chair of the Section of the activity, results, and/or recommendations of the Committee.</p> <p>c. Special committees shall be dissolved upon completion of the duties assigned to them.</p> <p>d. Additional Special Committees may be established by the Chair of the Section, subject to approval by a majority of the Executive Committee.</p>

SAMPLE

**American Nuclear Society  
Eastern Washington Local Section  
Bylaws and Rules**

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*The following articles constitute the governing documents of the Section. The Bylaws are derived from the Bylaws and Rules of the American Nuclear Society and thus can only be modified by authority of the national Board of Directors. The Rules are developed and maintained by the individual Local Section and can be modified using the procedure set forth within. In the event of a conflict between the Rules and the Bylaws, the Bylaws take precedence. Regulations on Section governance (if any) imposed by the state government should be incorporated into the Rules as necessary.*

Revised February 2013

## Eastern Washington Section of the American Nuclear Society – Bylaws and Rules

<b>STANDARD BYLAWS</b>	<b>RULES</b>
<p><b>B1 - NAME</b></p> <p>1. The official name of this organization shall be the Eastern Washington Section of the AMERICAN NUCLEAR SOCIETY, Incorporated, hereinafter referred to as the Section and Society, respectively.</p>	<p><b>R1 – NAME</b></p> <p>1. The official name of this organization shall be the Eastern Washington Section of the AMERICAN NUCLEAR SOCIETY, Incorporated, hereinafter referred to as the Section and Society, respectively.</p>
<p><b>B2 - OBJECTIVES</b></p> <p>1. The objectives of the Section shall be consistent with the objectives of the Society as set forth in its Certificate of Incorporation and in Article B2 of its Bylaws and Rules, principally, "the advancement of science and engineering relating to the atomic nucleus, and of allied sciences and arts."</p> <p>2. The Section shall undertake activities for the more active furtherance of the objectives in its locality. These activities shall be identified in Section Rules or Procedures.</p> <p>3. The Section is organized exclusively for educational and scientific purposes, including for these purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law).</p>	<p><b>R2 - OBJECTIVES</b></p> <p>1. For the more active furtherance of the objectives of the Society in its locality, the Section shall undertake:</p> <ul style="list-style-type: none"> <li>a. To encourage the public understanding of nuclear science and engineering;</li> <li>b. To foster closer professional and personal relations among the members;</li> <li>c. To cooperate with other scientific and professional groups having similar objectives;</li> <li>d. To engage in such other activities as may be appropriate for the fulfillment of the objectives of the Society;</li> <li>e. To stimulate membership growth and participation by encouraging the creation of Branches at locations within the Section assigned area; and</li> <li>f. The promotion of beneficial and cordial relations with the faculty and students of nearby institutions giving courses in nuclear science and engineering.</li> </ul>
<p><b>B3 - OBLIGATIONS TO THE SOCIETY</b></p> <p>1. The activities of the Section and its members shall be governed by the provisions of these Bylaws, which shall be in accord with the provisions of the Certificate of Incorporation and the Bylaws and Rules of the Society. As specified in the Section Rules, the Section will also comply with obligations established by a State authority whenever the Section is incorporated in a State within its territory</p> <p>2. No action, obligation, or expression of the Section shall be considered an action,</p>	

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<p>obligation, or expression of the Society as a whole. Any publication issued by the Section shall be imprinted with a statement that the Section assumes sole responsibility regarding an action, obligation, or expression with respect to the Society.</p> <p>3. The Section shall not have authority to act for or in the name of the Society without prior approval of the Board of Directors or the elected Corporate Officers. However, on local matters the Section may represent the official position of the Section upon the approval of the Section Executive Committee, and after consultation with the Chair of the Society's Public Policy Committee or the Executive Director of the Society.</p> <p>4. The affairs of the Section shall be conducted in such manner that the Section shall be financially independent and shall not rely on support from the funds of the Society.</p>	
<p><b>B4 - TERRITORY AND MEMBERSHIP</b></p> <p>1. The territory in which the Section may operate shall consist of the area designated by the Society.</p> <p>2. Members of any grade in good standing in the Society shall be eligible to become members of this Section. The grade of membership held in the Section shall be the same as the member holds in the Society.</p> <p>3. Voting members of the Society in good standing shall be entitled to the right to vote and hold office in the Section, except that Student Members of the Society shall not be eligible to hold the position of Chair or Vice Chair. Voting Society members may hold elective office in no more than one (1) Section concurrently. Friends of the ANS (FANS) may be granted the right to vote or to hold office in the Section, except for the position of Chair or Vice Chair, as specified in the Section Rules.</p> <p>4. Non-Society members may be eligible to become Section Participants of the Section if their association will result in the furtherance of the objectives of the Section as set forth in Article B2. Section Participants whose</p>	<p><b>R4 - MEMBERSHIP</b></p> <p>1. The territory in which the Section may operate shall consist of the state of Washington east of the Cascade Mountain Range.</p> <p>2. Student Members of the Society within the Section territory shall be eligible for membership in the Section.</p> <p>3. Student Members have the right to vote on Section matters.</p> <p>4. Student Members are eligible to hold positions on the Executive Committee.</p> <p>5. Section Participants have the right to vote in all Section matters.</p> <p>6. Section Participants are eligible to hold positions on the Executive Committee.</p> <p>7. The Section may establish Branches to conduct the activities of the Section in locations where there may be a cluster of Section members or participants. Each Branch shall report to the Section Executive Committee and is bound by the Section Bylaws and Rules.</p> <p>a. The members of a Branch shall be members</p>

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<p>qualifications for participating in Section activities have been approved by majority vote of the Section's Executive Committee shall be entitled, upon payment of a contribution, or mailing fee, not less than the annual Section dues, to receive notices of and to attend meetings, and other privileges specifically granted by the Section.</p> <p>Section Participants may be granted the right to vote on Section matters, as specified in the Section Rules.</p> <p>Participants cannot hold Section offices of Chair or Vice-chair, Participants may be granted the right to hold other Officer or Executive Committee positions, with all Committee rights, in no more than one Section at any time, as specified in the Section Rules.</p> <p>Participants shall be encouraged to apply for Society Membership.</p>	<p>in good standing of the Section and shall have all rights and privileges thereof.</p> <p>b. The Chair of each Branch shall be elected by the Branch membership and shall become an Executive Committee member. Each Branch may elect other officers as necessary to conduct the business of the Branch.</p>
<p><b>B5 - ASSESSMENTS AND CONTRIBUTIONS</b></p> <ol style="list-style-type: none"> <li>1. The Section shall have the right to levy special and reasonable assessments when authorized by affirmative vote of not fewer than two-thirds (2/3) of the members present at a regular meeting.</li> <li>2. The Section may also accept local non-compulsory financial contributions, but solicitation and acceptance of such contributions shall be subject to the following conditions. (These conditions not required for Sections outside the USA.):             <ol style="list-style-type: none"> <li>a. Limited to solicitation for those activities consistent with the objectives of the Society.</li> <li>b. Notification be given to the President of the Society, in writing, of the intent and purpose of the solicitation; the President may disapprove of such solicitation within 30 days of notification.</li> </ol> </li> <li>3. No part of the net earnings of the Section shall inure to the benefit of, or be distributable to, its members, officers or other private persons, except that the Section shall be authorized and empowered to pay reasonable compensation for</li> </ol>	<p><b>R5 - DUES AND FISCAL YEAR</b></p> <ol style="list-style-type: none"> <li>1. The annual dues for Section membership shall be determined by the Section Executive Committee.</li> <li>2. Student members shall not be assessed Section dues.</li> <li>3. The .fiscal year of the Section shall be January 1 through December 31.</li> </ol>

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<p>services rendered and to make payments and distributions in furtherance of the purposes set forth in this paragraph. No substantial part of the activities of the Section shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Section shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.</p> <p>Notwithstanding any other provisions of these bylaws, the Section shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).</p>	
<p><b>B6 - OFFICERS</b></p> <ol style="list-style-type: none"> <li>1. The officers of the Section shall be a Chair, a Vice-Chair, a Secretary and a Treasurer. The duties of the Secretary and Treasurer may be combined into a single office. The Chair and Vice-Chair must be voting members of the Society.</li> <li>2. Each year the Secretary shall provide the Society with a report which includes a review of Section activities, membership details, names of Officers and Executive Committee members and copies of meeting minutes. The report shall be filed with the Executive Director by August 31. Other information may be requested from time to time by the Executive Director of the Society or the Chair of the Local Sections Committee.</li> </ol>	<p><b>R6 - OFFICERS</b></p> <ol style="list-style-type: none"> <li>1. The officers of the Section shall be a Chair, a Vice-Chair, a Secretary, and a Treasurer. The Vice Chair shall be designated Chair-Elect. The officers shall hold office for one year concurrently with the term of officers of the Society or until their successors are elected or appointed. The Chair and Vice Chair shall be Fellows or Members of the ANS.             <ol style="list-style-type: none"> <li>a. The Chair shall have supervision over the affairs of the Section under the direction of the Executive Committee. The Chair shall preside at meetings and shall have the power to perform other duties as may be provided in these Bylaws or may be delegated to the office by the Executive Committee.</li> <li>b. The Vice Chair at the time of election shall be designated Chair-Elect. While serving, the Vice Chair shall perform the duties of the Chair in the Chair's absence or when the Chair is unable to serve, and such other duties as may be delegated to the office by the Executive Committee. At the expiration of the term of office, the Vice Chair shall automatically succeed to the office of Chair.</li> </ol> </li> </ol>

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	<p>c. The Secretary shall keep a record of the proceedings of the Section and shall have such other duties as may be assigned by the Executive Committee or these Rules. The Secretary shall act as custodian of the Section Bylaws and Rules. The Secretary shall see that a notice of each Section meeting is provided to each member of the Section not less than ten (10) days before the date of that meeting. In the absence of the Chair and Vice Chair, the Secretary shall preside at the meetings of the Section.</p> <p>d. The Treasurer shall collect and disburse funds as authorized by the Executive Committee. The Treasurer shall deposit the funds of the Section in a repository approved by the Executive Committee, shall handle the financial accounting, shall present a financial report at Section meetings while in office, and shall submit the books of account to be audited when leaving office. The Treasurer shall be responsible for filing with the Executive Director of the Society not later than February of each year an annual financial report consisting of an operating statement of income and expenses. The Treasurer shall also have such other duties as may be assigned the office by the Executive Committee. In the absence of the other officers, the Treasurer shall preside at meetings of the Section.</p>
<p><b>B7 - EXECUTIVE COMMITTEE</b></p> <ol style="list-style-type: none"> <li>1. The Executive Committee shall be the governing body of the Section and shall have the power to act for the Section in all matters, subject to these Bylaws and to the Certificate of Incorporation and the Bylaws of the Society.</li> <li>2. The Executive Committee shall consist of the Officers of the Section and include the Chair of each Branch if the Chair of the Branch is elected by the Branch membership. Additional members may be specified by the Section Rules</li> <li>3. In order to provide for handling the affairs of the Section, the Executive Committee shall prepare and adopt, in connection with these Bylaws, suitable rules. Section Rules, and proposed changes to them, must be reviewed for consistency with Society Bylaws and Rules</li> </ol>	<p><b>R7 - EXECUTIVE COMMITTEE</b></p> <ol style="list-style-type: none"> <li>1. The Executive Committee shall consist of the officers of the Section, the two immediate past Chairs of the Section, the Chair of any Branch, and no fewer than two other members of the Section. The Chair of the Section shall be the Chair of the Executive Committee. A quorum shall be a majority of the members of the committee.</li> <li>2. Any vacancy among the officers or on the Executive Committee shall be filled by an Executive Committee appointment.</li> <li>3. Rules shall be adopted by affirmative vote of not fewer than two-thirds of the members of the Executive Committee. A copy of Section Rules and of any amendments shall be filed with the Executive Director of the Society</li> </ol>



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<p>by the Bylaws and Rules Committee of the Society. A copy of such rules shall then be filed with the Executive Director of the Society. The procedure for amending the Rules shall be specified in the Rules.</p> <p>4. The Section may enter into cooperative agreements with local scientific and engineering societies, or with local units of such national societies, not contrary to the Certificate of Incorporation and the Bylaws and Rules of the Society.</p>	<p>4. Meetings of the Executive Committee may be called at any time by the Chair, or at the request of any two members of the Committee. The Executive Committee should meet during the Summer to plan for the next year’s program</p>
<p><b>B8 - MEETINGS</b></p> <p>1. The Section shall hold no fewer than two (2) meetings each year, one of which shall be the annual meeting.</p>	<p><b>R8 - MEETINGS</b></p> <p>1. Meetings shall be held as determined by the Executive Committee at the times and places designated. The Annual Meeting of the Section shall be held in the Spring, but shall not conflict with the Society's Annual Meeting.</p> <p>2. A notice of each Section meeting shall be made available to each Member and Participant by the Secretary or the Secretary's delegate not less than seven days before the date of that meeting.</p> <p>3. On occasion, such as in preparation and conduct of National, topical or joint meetings, the Section may act on behalf of the Society subsequent to authorization given by the Board of Directors as prescribed in Article B3, Section 3, of the Section Bylaws.</p> <p>4. The Section shall coordinate the meeting subject to the Society's approval in accordance with ANS Policy Resolutions.</p>
<p><b>B9 - RULES OF ORDER</b></p> <p>1. Rules contained in Robert's Rules of Order, current edition, shall be used in the conduct of meetings of the Section and shall be the authority on parliamentary procedures except as may otherwise be required by the laws of incorporation of the Society and the Bylaws and Rules of the Section and the Society.</p>	<p><b>R9 - QUORUM AND RULES OF ORDER</b></p> <p>1. A quorum for the transaction of business at Section meetings shall consist of not fewer than twenty percent of the voting Members and Participants.</p> <p>2. Rules contained in Robert's Rules of Order, current edition, shall be used for interpreting the Bylaws and Rules of the Society and Section.</p>

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<p><b>B10 - AMENDMENTS</b></p> <p>1. Amendments to these Standard Bylaws may be proposed by any Local Section, the Local Sections Committee, the Society Bylaws and Rules Committee, or the Society Board of Directors. Amendments must be of a nature that they can be applied equitably to all Local Sections, in keeping with the intent of the Standard Bylaws.</p> <p>All proposed amendments shall be forwarded to each Local Section for comment. Comments should be filed with the Local Sections Committee Chair no later than forty-five (45) days prior to the next ANS national meeting. Further detailed procedures for approval of amendments to the Standard Bylaws are in the ANS Rule R17.5.1.</p> <p>2. The Local Sections Committee shall notify all Local Sections of approved amendments to the Standard Bylaws. Each Local Section shall be responsible for reviewing approved amendments to determine if corresponding changes to the Local Section’s Rules are required.</p>	<p><b>R10 -AMENDMENTS</b></p> <p>1. Proposed amendments to these Rules must be endorsed by 2/3 vote of the Executive Committee and submitted to the Society Bylaws and Rules Committee for review</p> <p>2. The Bylaws and Rules Committee shall check for consistency with Society Bylaws and Rules and file a letter with the Section Secretary stating the results of the review.</p> <p>3. The proposed amendment, as endorsed by the BRC, shall then be presented to the members of the Section for a vote. Section approval of a proposed amendment shall require the affirmative votes of no fewer than two-thirds of the members voting and the total vote shall not be less than twenty-five percent of the total voting membership of the Section.</p> <p>4. The proposed amendment shall become effective following Section approval and the Section Secretary's filing of a certified copy of the approved amendment with the Executive Director of the Society. A copy of the letter of affirmation from the Bylaws and Rules Committee shall be attached to the amendment.</p> <p>5. The Section Secretary shall be responsible for notifying members of amendments to the Rules as soon as possible after adoption.</p>
<p><b>B11 - DISSOLUTION</b></p> <p>1. Upon the dissolution of the Section, assets shall be distributed first in accordance with the Articles of Incorporation of the Section. If no such Articles exist, or potential recipients are not named specifically, then the Society, an organization exempt under Section 501(c)(3) of the Internal Revenue Code, shall take possession of assets for one or more exempt purposes within the meaning of that Section of the Code or corresponding section of any future federal tax code, or they shall be distributed to the Federal government, or to a state or local government, for a public purpose.</p>	
<p><b>B12 - ELECTION AND ELIGIBILITY</b></p> <p>(none)</p>	<p><b>R12 -ELECTION AND ELIGIBILITY</b></p> <p>1. The Section officers (except the Chair) and members of the Executive Committee shall be</p>

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	<p>elected by the Section membership.</p> <ol style="list-style-type: none"><li>2. The nominating committee constituted under the provisions of these Rules shall place a list of their nominees in the hands of the Secretary not later than four (4) weeks before the Annual Meeting. The Secretary shall prepare and provide to each member of the Section not later than two (2) weeks before the Annual Meeting, a ballot containing the nominations submitted by the Nominating Committee, and in addition any other nominations submitted by endorsement of not fewer than ten (10) members received in writing either by the Nominating Committee or by the Secretary prior to four (4) weeks before the Annual Meeting.</li><li>3. For each elective office other than the office of Chair, at least one (1) candidate shall be named by the Nominating Committee. Each nominated candidate shall have agreed to serve if elected. The ballot shall also allow for write-in names for each office.</li><li>4. Ballots shall be returned to the Secretary to determine the eligibility of the voter and the Secretary shall turn over all accredited ballots to the Inspectors of Election. In order to be counted, they shall reach the Secretary not later than two (2) weeks before the Annual Meeting.</li><li>5. The Inspectors of Election shall be appointed by the Chair from members of the Section who are not members of the Executive Committee or nominees for office.</li><li>6. The Inspectors shall report the results of the election not later than one (1) week before the Annual Meeting to the Secretary who shall declare elected to each office the candidate receiving the largest number of votes for that office. Should a tie occur, the Section shall resolve the tie by ballot vote at the next regular meeting or special meeting called in accordance with the Section Bylaws and Rules.</li><li>7. The elected candidates shall be installed and their terms of office shall commence concurrently with the term of officers of the Society.</li><li>8. Members shall not be eligible for election to more than one office concurrently, nor for two</li></ol>
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	<p>consecutive terms for the same office, with the exception of the Secretary, Treasurer, and other elected members of the Executive Committee who shall be eligible for not more than three (3) consecutive terms. After one (1) term in office, the Chair shall automatically be succeeded by the Vice Chair.</p>
<p><b>B13 -SECTION COMMITTEES</b></p> <p>(none)</p>	<p><b>R13 -SECTION COMMITTEES</b></p> <p>1. The Standing and Special Committees of the Section shall be appointed by the Section Chair, as required, to serve during the Chair's tenure of office, except as otherwise specified. Appointments of and to committees shall be reported to the Executive Committee subject to their approval, and that Committee may change the personnel of committees at any time at its discretion</p> <p>a. All Standing Committee Chairs shall report periodically to Executive Committee</p> <p>b. The Standing Committees may include:</p> <p>1) Membership Committee - composed of not fewer than two (2) Section members or Participants, charged with the duty of bringing the advantages of the Section and of Society membership to the attention of qualified candidates, as required.</p> <p>2) Program Committee - composed of not fewer than two (2) Section members or Participants, who shall be responsible for planning Section meetings and for coordinating all meetings with those of the Society and of affiliated organizations. This Committee shall be responsible for all arrangements as necessary to properly conduct the Section's meetings</p> <p>3) Finance Committee - composed of at least one (1) Section members or Participants and the Treasurer, who shall have supervision over and responsibility for the financial affairs of the Section and its books of account. This Committee shall be chaired by the Section Vice Chair. This Committee shall also prepare the annual budget for presentation to the Executive Committee at the first meeting of the fiscal or activity year.</p>

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	<p>c. Additional Standing Committees may be created by a two-thirds (2/3) vote of the Executive Committee.</p> <p>2. Special Committees:</p> <p>a. The Special Committees shall include:</p> <p>1) Nominating Committee - composed of not fewer than three Section members or Participants who shall nominate candidates for the elective offices and the Executive Committee.</p> <p>2) Auditing Committee - composed of not fewer than two Section members or Participants whose sole function shall be to audit the outgoing Treasurer's book of account.</p> <p>3) Inspectors of Election - composed of not fewer than two Section members or Participants, none of whom is a candidate for election, who shall supervise the conduct and certify the results of the annual election of the Section officers.</p> <p>b. Special committees shall be dissolved upon completion of the duties assigned to them.</p> <p>c. At the completion of the work or purpose for which the Special Committee was created, the Chair of the Committee shall submit a report of the activity and results and/or recommendations of the Committee to the Chair of the Section.</p> <p>d. Special Committees may be established by the Chair of the Section, subject to approval of the Executive Committee.</p> <p>3. A majority of the Committee shall constitute a quorum at all Committee meetings.</p>
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