Bylaws for the Arkansas Local Section of the American Industrial Hygiene Association

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Article I—Name
The organization shall be known as the Arkansas Local Section of the American Industrial Hygiene Association.

Article II—Purpose
The purpose of the local section shall be to promote the purposes of the American Industrial Hygiene Association (AIHA), as set forth in its Articles of Incorporation, within the geographic boundaries of the State of Arkansas.

Article III—Membership
Section 1. Any member of AIHA, residing within the geographic boundaries of the local section, may become a member of the local section upon payment of local section dues. Any member of AIHA living outside the geographic boundaries of the local section may become a member of the local section. A member of AIHA may be a member of more than one local section.

Section 2. On payment of local section dues, any person having a professional interest in industrial hygiene may become an associate member of the local section, entitled to the privileges of local section membership.

Section 3. Retired membership in the local section may be extended to a member who has retired from the practice of the industrial hygiene profession, with approval of a two-thirds vote of the local section members.

Section 4. Additional classes of membership in the local section may be created with approval of the Board of Directors of AIHA.
Article IV—Membership Meetings

Section 1. Meetings of the local section shall be held at the time and place designated by the officers with member collaboration.

Section 2. Notice of the time and place of any meeting shall be delivered to the membership no fewer than 10 days before the date of the meeting.

Section 3. The presence of 20 percent of the members of the local section in good standing shall be required to constitute a quorum for any meeting.

Article V—Officers

Section 1. The officers of the local section shall consist of the President, Secretary, and Treasurer, and immediate Past President. A President-Elect may also be selected. The positions of Treasurer and Secretary may be combined. Only members of AIHA may be elected as officers. No person shall serve as officer in more than one local section at the same time. An officer need not reside or work in the geographic boundaries of the local section.

Section 2. The officers of the local section shall be elected by ballot for terms of office as hereinafter provided, which terms shall begin July 1st and end the following year on June 30th. Each officer shall hold office until a successor has been duly elected or until death, resignation, or removal. The local section shall give notice of the names and addresses of the newly elected officers to AIHA within 30 days of such election.

Section 3. A vacancy in office because of the death, resignation, or removal of an officer may be filled by the remaining officers for the unexpired term. If the vacancy occurs in the office of President-Elect, the President for the following year shall be elected at the next meeting of the local section.

Section 4. An officer may resign by oral tender of resignation or by giving written notice thereof to the remaining officers. Such resignation shall take effect at the time specified, and acceptance of such resignation shall not be necessary to make it effective.

Section 5. An officer may be removed, with cause, at a meeting expressly called for that purpose, by a two-thirds (2/3) vote of the members.

Section 6. The President shall preside at all meetings of the local section membership and Board of Directors and shall perform such other duties as may be needed. The President shall appoint, subject to the provisions of these bylaws, members and chairs of all committees. The President shall be an ex-officio member of all committees. The President shall serve a one-year term of office.

Section 7. If selected, the President-Elect automatically shall succeed the President in office upon completion of the President’s term of office. The President-Elect shall
Section 8. The Past President shall serve as chair of the Nominating Committee (if formed). The Past President shall perform such other duties assigned by the President. The Past President shall serve a one-year term of office.

Section 9. The Treasurer shall receive, disburse, and be custodian of all funds of the local section. All disbursements shall be made upon authorization of the officers. The Treasurer shall prepare a preliminary annual financial report and submit the accounts of the local section for audit prior to the final meeting of the local section in the current calendar year. The Treasurer shall present a final annual financial report at the final meeting of the local section in the current calendar year. The Treasurer shall serve a one-year term of office. Upon being relieved of duties by a newly elected Treasurer, the Treasurer shall transmit to his/her successor in office all funds and property of the local section.

Section 10. The Secretary shall give notice of all meetings of the local section; maintain an accurate list of the members and their membership status; keep a record of the transaction of business that may come before such meetings; and be custodian of the records of the local section. The Secretary shall serve a one-year term of office. Upon being relieved of duties by a newly elected Secretary, the Secretary shall transmit to his/her successor in office all records and property of the local section.

Article VI – Directors (Not Applicable to the Arkansas Local Section)

Article VII—Local Sections Council Representatives
Section 1. The President and President-Elect (if selected) shall serve as representatives of the local section on the Local Sections Council of AIHA provided that neither is an officer or director of AIHA, in which event the Board of Directors shall appoint another member as such representative.

Section 2. The representatives of the local section shall report at the annual meeting of the Local Sections Council on the activities of the local section and report back to the local section on the actions of the Local Sections Council.

Article VIII—Public Statements
Section 1. The local section shall not issue or publish any public statement that uses any form of the name of AIHA on a policy or technical issue, other than issues which primarily affect the local section, without prior consent of the Board of Directors of AIHA.

Section 2. No public statement on any matter, which purports to represent the opinion of the local section, shall be issued or published, unless that statement has been authorized
by the members (greater than two-thirds vote) as expressing the opinion of a majority of the members of the local section.

**Article IX—Dues**

**Section 1.** Annual dues for local section membership become payable on the first day of January of each year. The dues per year shall be set by the members (greater than two-thirds vote). Dues are payable in advance and are not refundable.

**Section 2.** Members accepted for membership between January and June shall pay dues for a full year. Members accepted for membership between July and December shall pay dues for one-half of the year.

**Section 3.** Any member whose dues are unpaid on February 1 is not in good standing and shall have no vote or other privileges of membership in the local section. If the dues of any member are not paid within one year of the date due, the membership of the member in the local section shall be terminated subject to reinstatement as provided in Section 4.

**Section 4.** Any member terminated for nonpayment of dues may be reinstated at any time before the next meeting of the year following termination, by payment of dues in arrears together with the dues for the current year.

**Article X—Ballots**

**Section 1.** Officers of the local section shall be elected by ballot of the members of the local section distributed no later than May 15th of each calendar year, and these ballots shall specify a deadline for return. Electronic balloting may be used. The President shall promptly report the results of the election to the AIHA.

**Section 2.** Except as provided in Article XII, a plurality of the ballots cast in an election of any officer or in a referendum on any issue to be considered or action to be taken shall be effective to constitute the election of a person as an officer of the local section and as a decision or act of the local section with respect to any issue to be considered or any action to be taken. In the event of a tie vote in any election of officer, the tie shall be resolved with a re-vote of the members.

**Article XI—Dissolution**

The Local Section shall use its funds only to accomplish the purposes specified in these bylaws. No part of the funds shall be used to the advantage of any single person or entity or be distributed to the members of the local section. In the event of the dissolution or final liquidation of the local section, its remaining net assets shall be distributed to such nonprofit corporations or associations as are exempt from Federal Income Tax under Section 501(c) of the Internal Revenue Code, as deemed appropriate by the AIHA Board of Directors.
Article XII—Amendments

Section 1. These bylaws may be amended or new bylaws adopted by a two-thirds vote of the members of the local section who respond to a ballot conducted in accordance with the provisions of Article X.

Section 2. Such amended or new bylaws shall become effective upon approval by the AIHA Board of Directors or the Board’s designee.

Submitted by:

Arkansas Local Section

Date 1/31/2019

by

Laura H. Weems, President

Approved by:

American Industrial Hygiene Association

Date 1/28/2019

by

AIHA Board Designee