

**AZNEV September 17<sup>th</sup> 2016 Special Business Meeting**  
**10:00-10:30 AM Conference Call**

**Minutes**

Board members in attendance (**in bold**) at phone conference: **Rob Bowker (RB-GCC)**, Pedro Chavez (PC), **Karen Conzelman (KC-GCC)**, Shafiu Jibrin, Bob McCord, **Theo Manno (TM)**, **Pamela Marshall (PM-ASUW)**, Boris Poff (BP), **Florence Slater (FS-GCC)**, Aregai Teclé (AT-NAU), Angela Schwendimen (AS-GCC), Anthony Brazel (AB), Jennifer Hackney Price (JHP-ASUW), Paula Rivadeneira (PR-UA), and Brian Wainscott (BW-USN).

**NEW BUSINESS**

**Discussion of where and when to have the 2017 Annual Meeting.** Given that our options in Prescott (with Embry-Riddle), which at one time looked promising, fizzled, the only location with active board members known to be available this spring is GCC. Only date available is April 1<sup>st</sup>. Although the earlier date may pose a challenge as far as time to complete research, we will announce early and hope for the best since no other locations seem do-able. Hopefully proximity will get us a good turn out from ASU, GCC, MWU. Fairly central location amongst all active institutions. Discussed a few possible options related to displaying posters. Yuma was mentioned as a possible location for a meeting in the more distant future.

**By-laws Changes:** Amended bylaws were posted to website and membership notified by email of this on August 16, 2016 as stipulated by bylaws section 13.00. Draft attached. Membership was given option to participate in this virtual Business Meeting in person or to allow the board to vote their proxy to approve (see email communication attached). We received no objections to changes in advance of the meeting. Theo made motion to accept changes to by-laws as written; motion seconded and approved by acclamation.

**Update on Changes to Science Olympiad.** With the approval of Nationals, this event was handed off to the former Division B Director to organize a combined B/C tournament that will be hosted by ASU. (Email re: Special Business Meeting attached provides more details). New director and her board required that ANAS remove all references to the Science Olympiad on our website, bank accounts, by-laws and our affiliation with it. With this by-law change have met all her stipulations and communicated this to her. We never received confirmation that all terms had been met and that she was assuming responsibility for C tournament; however, their website has information for both B and C teams. We are awaiting their receipt of tax ID# and nonprofit status before we transfer \$5000 in operational funds to them. We will retain endowed funds in a renamed bank account (ANAS-Science Olympiad → ANAS-Tournament Endowment Fund) and use these funds to continue honorary awards (e.g., Ellis Award, Hoyt Honorarium) and travel grants to high school teams club accounts. These checks will be sent to teams separate from the tournament itself. Board could also choose to support other high school science tournaments (e.g., New Mexico Science Olympiad, Science Bowl) in the future.

Theo made motion to adjourn.



Karen Conzelman &lt;karho04871@gccaz.edu&gt;

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## ANAS Meeting

1 message

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**Angela Schwendiman** <angela.schwendiman@scottsdalecc.edu>

Tue, Aug 16, 2016 at 11:52 AM

Reply-To: angela.schwendiman@scottsdalecc.edu

To: Angela Schwendiman <Angela.schwendiman@gccaz.edu>

Bcc: karen.ann.conzelman@gccaz.edu

Hello ANAS members --

As reported in the 2016 Proceedings volume by the Science Olympiad Liaison (see attached), the Arizona Science Olympiad program is being consolidated with the junior high school tournament under a new director and a new non-profit organization. This change in operational organization will necessitate a few changes in our bylaws, and given the immediacy of the reorganization, the board felt it was important to vote on these changes prior to our next Annual Business meeting.

Thus, a special Business meeting will be convened by conference call on September 17th at 10 am to vote on the proposed amendments to the bylaws. As a current member of the Academy, your in-person participation is encouraged. If you prefer, you can assign your proxy to the ANAS Board of Governors.

Please review the proposed bylaw changes on the [ANAS website](#). Changes are noted in red (with deletions to the current version being demarcated by strike-through). As per the terms of our current policies (Section 13), you are being given the required 30-day review period prior to this special business meeting.

Dial-in instructions for conference call will be forthcoming. Members who do not "join the meeting" to vote in-person will be assumed to approve the amended bylaws "as written" unless we receive email expressing dissent, recommended edits, concerns, or questions in advance of that meeting.

Please note that in contrast to what was reported in the Proceedings, the Science Olympiad web pages will no longer be hosted on the ANAS website. To minimize confusion, there will be a single "stand alone" Arizona Science Olympiad website established by the new State Director and her governing board for the combined junior high and high school programs. Our archive of HTML files for the Science Olympiad have been transferred from ANAS to new webmaster so that record of ANAS's historical affiliation with the program can be preserved.

Similarly, the tentative transition plan originally reported to ANAS members in April has been revised at the request of the new leadership such that the proposed amendments remove specific mention of the Arizona Science Olympiad tournament from the Academy's bylaws. If these policy changes are approved by the membership, the new non-profit will assume those responsibilities and develop their own bylaws to reflect that new relationship.

The amendments also propose that the funds endowed to the Science Olympiad program be retained by the Academy in a "Tournament Endowment Fund." These moneys would be used at the discretion of the ANAS Board of Governors in support of STEM-related activities for high school students in the southwest; this would include but not be restricted to the Science Olympiad program. (See Bylaw revision sections: 9.50)

Please let me know if you have any questions. Otherwise we look forward to your participation in this vote (either in-person or by proxy). A reminder email will be sent along with dial-in instructions for those who choose to be part of the virtual meeting (conference call).

Thank you for your consideration.

Karen

## ARIZONA SCIENCE OLYMPIAD – DIVISION C

The 2016 state tournament was held on Saturday March 5th at Glendale Community College. Thirty-two teams from 24 high schools (nearly 500 students plus their teacher/coaches) competed in the 25 different events that comprise the tournament at state and national level. The events covered the usual full spectrum of STEM-related disciplines. The Science Olympiad is distinct from other academic competition in that it is much more than a test of students' accumulated knowledge of obscure scientific factoids; instead its events really demand that students engage in a process of scientific inquiry and investigation. Team success requires thoughtful preparation, collaborative effort, perseverance, mutual respect, and creative problem solving

In addition to several ANAS members helping out as event supervisors and assistants (Rob Bowker, Pedro Chavez, Ty Ferre, Pamela Marshall, Florence Slater and Jim Tuohy), the Academy also donates funds annually towards the supply costs of teams participating in two new events (Evolution and Robot Arm in 2016) as well as to recognize the top teams in two natural history-related events (GeoLogic Mapping and Invasive Species) in memory of Bud Ellis.

The day culminates with the Awards Ceremony; ribbons and medallions are awarded to the top seven places in each of the events as well as plaques and trophies to the top teams overall. (Please see <https://aznvas.org/extra/olympiad/scores/olymp2016scores-Sorted.pdf> for complete list of results). In the end, Catalina Foothills High School's Blue team (from Tucson; coached by Aaron Steindler) regained their top position and will be representing Arizona at the National competition at the University of Wisconsin-Stout (UWS) in mid-May.



*Science Olympiad teams from Catalina Foothills High School  
(Blue team – 1<sup>st</sup> place overall in state tournament; Silver team – 4<sup>th</sup>)*

18 <b>Ar</b> 39.948	30 <b>Zn</b> 65.380	21 <b>Sc</b> 44.958	8 <b>O</b> 15.999
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## Arizona Science Olympiad

2016 was the last year that the Arizona Division C tournament will be held separately from Division B (Middle/Junior High School); as is the case already in most states, starting in 2017, the two divisions will be combined into a single event that will be held on ASU's Tempe campus. The 2017 tournament will be held on March 25<sup>th</sup>.

While some operational dollars from the Science Olympiad account will be transferred to seed the combined tournament next year, ANAS will retain funds given specifically to Division C. Based on the recommendation of the board, the Academy remains committed to its affiliation with the high school competition and will continue its funding of the team awards per current budget along with the gradual spending down of the Science Olympiad endowment moneys for grants and awards such as Charles Hoyt Honorarium (to assist state winner with funds needed to participate at nationals), student prizes, coach recognitions, "start-up" funds for new teams, team travel, and/or coaches training. As an affiliated program, the Science Olympiad will continue to be part of the ANAS By-laws (sections 5.4, 6.8 and 12.3), it will retain a presence on the Academy's website (<https://www.aznvas.org/SO>), and Academy members may continue to volunteer to assist with the state tournament. Academy members are encouraged to consider donating their state income tax credit (\$200 per year for individual or \$400 for married couple) to a local high school with a team. Participating school listed here <https://aznvas.org/extra/olympiad/scores/olymp2016scores-Sorted.pdf>

### Update from 2015 Tournaments:

The Maroon team from Desert Mountain High School, coached by Joshua Pantier, represented Arizona at the national Science Olympiad May 15-16 at the University of Nebraska-Lincoln. They came in 49th out of 60 teams – a good job for this school's first trip to the stiff competition of Nationals. Perhaps most exciting was the unexpected announcement that the DMHS team had won the national tournament's Spirit Award for the high school division – a first for our state. This prestigious award was a sweet reward after a rather contentious state tournament last year and well deserved as this team truly embodied the spirit of friendly competition, teamwork, and good sportsmanship that is at the core of the Science Olympiad program. A video clip of the National Awards ceremony is shown at [https://aznvas.org/extra/video/so/Spirit\\_Award\\_2015/Spirit\\_Award\\_2015.mp4](https://aznvas.org/extra/video/so/Spirit_Award_2015/Spirit_Award_2015.mp4)

**Karen Conzelman**

ANAS Treasurer and Science Olympiad Liaison

# Arizona - Nevada Academy of Science BY-LAWS

## STATEMENT OF PURPOSE:

The purpose of this Academy is to foster scientific research and education, disseminate scientific knowledge, promote collegial relationships among scientists from a variety of disciplines, assist in developing the scientific resources of the region, encourage the publication of research-based reports, and unify the scientific interests of the southwestern U.S.

### 1.00 -- NAME

1.10 -- The name of the corporation is the **ARIZONA-NEVADA ACADEMY OF SCIENCE** (also referred to in this document as **ANAS** and/or the **Academy**).

1.20 -- It is the intent of this organization to be a non-profit corporation devoted to promoting scientific research and education.

### 2.00 -- ORGANIZATION

2.10 -- The organizational structure of the Arizona-Nevada Academy of Science ~~shall~~ consists of the following:

Membership -- section 3.00

Board of Governors -- sections 5.00 – 8.00

Committees -- section 11.00

Affiliated organizations -- section 12.00

### 3.00 -- MEMBERSHIP

3.10 -- Membership Dues

3.11--The amount of the annual dues for all membership categories ~~shall be~~ is established by the Board of Governors.

3.12 -- Annual dues for the ensuing year ~~shall be~~ are due on January 1.

3.13 -- Any dues-paying member in arrears for one year ~~shall~~ will be dropped from the roll of members, provided he or she has had at least one notice of the indebtedness sent to him or her via e-mail at the last address on record. Upon payment of current dues, the individual will be reinstated.

3.20 -- **Regular Members** -- Persons 18 years or older who are interested in science may apply for membership.

3.21 -- The Board of Governors ~~shall have~~ has the right to expel or suspend a member after a hearing at which the member has the right to be present in person. The member in question ~~shall~~ will be notified by registered mail two months prior to the hearing.

3.22 -- A majority vote of all members of the Board of Governors ~~shall be~~ is necessary to expel or suspend a member, and an appeal of the decision may be made to the members of the Academy at the next Annual Business Meeting.

3.23 -- A majority vote of the members present at an appeals meeting ~~shall be~~ is required to reverse the decision of the Board of Governors.

3.30-- **Family Members** -- Two persons living at the same address may receive ANAS mailings (one copy), such as the Journal, as Family Members. Each family member otherwise has individual privileges of membership including voting.

3.40-- **Student Members** -- Students 18 years of age or older who are regularly enrolled at a college or university as an undergraduate or graduate student may have voting and other privileges of membership at a reduced rate until they complete their degree or otherwise leave the institution.

3.50 -- **Life Members** -- Any regular member who contributes to the Endowment Fund of the Academy a sum established by the Board of Governors to yield interest equal to or greater than the current annual dues for a regular member ~~shall be~~ is identified as a Life Member and ~~be is~~ exempt from payment of all regular dues thereafter.



3.60 -- **Sustaining Members** -- ~~Any Regular members~~ paying not less than three times the regular annual dues ~~shall be~~ is identified as a Sustaining Member.

3.70 -- **Fellows** -- Any regular member who has been a regular or sustaining member of the Academy for not less than five years and who has successfully engaged in reputable scientific work and/or has made significant contributions to the Academy may be nominated as a Fellow by the Fellows Committee.

3.71 -- A majority vote of the membership present at the Annual Meeting ~~shall be~~ is necessary to confirm the invitation to become a Fellow of the Academy.

3.80 -- **Honorary Members** -- Any person who has contributed extraordinary service to the advancement of science may be elected to honorary membership in the Academy.

3.81 -- Nominations may be made in writing by any current member of the Academy who, upon approval of the Board of Governors, ~~shall~~ presents the nominee at the Annual Business Meeting. A majority vote of the members present ~~shall be~~ is necessary to confirm the invitation to honorary membership. Ordinarily not more than one honorary member ~~shall be~~ is elected in any one year.

3.82 -- An honorary member is exempt from the payment of annual dues. He/She is a non-voting member and cannot hold office in the Academy unless he/she is also a regular or sustaining member.

3.90 -- **Patrons** -- Any firm, institution, or business organization wishing to contribute to the ongoing work of the Academy may apply to the Membership Secretary for patron membership in the Academy. Approval by the Board of Governors ~~shall be~~ is required. ~~necessary for election.~~

3.91 -- The annual dues for a patron member ~~shall be~~ is one hundred dollars (\$100.00). The initial dues ~~shall be~~ are to be submitted with the membership application.

3.92 -- A patron is a non-voting member of the Academy.

3.100 -- **Member Emeritus** -- Any member who has reached the age of 65 and/or is retired and who has maintained continuous membership in any active category in the Arizona-Nevada Academy of Science for at least seventeen (17) years may apply for the status of Member Emeritus. The Board of Governors ~~shall, upon~~ ~~verifies~~ ~~ing~~ that the applicant meets these requirements; ~~and~~ ~~changes~~ the status of the member to Emeritus.

3.101 -- The Member Emeritus ~~shall have~~ ~~has~~ all of the privileges of membership, but ~~will be~~ ~~is~~ relieved of all charges and dues applied to other members of the Academy.

### 3.110 – **Benefits and Privileges of Membership**

3.111 – All voting membership categories have a voice in selection of members of Board of Governors, approval of Fellows and Honorary Members, revisions to by-laws, and other voting matters brought to the general membership by the Board of Governors at the Annual Business Meeting.

3.112 -- Current Academy members receive printed copies of the Journal of the Arizona-Nevada Academy of Science, access to electronic archives of all volumes of the Journal, discounted page charges for publication, and reduced registration fees for the Annual Meeting. They also receive electronic notification of online publications, annual membership renewal reminders and other important announcements

### 3.120 – **Suspension of Membership**

3. 121 -- The Board of Governors ~~shall have~~ ~~has~~ the right to expel or suspend a member after a hearing at which the member has the right to be present in person. The member in question ~~shall~~ ~~will~~ be notified by registered mail two months prior to the hearing.

3.122 -- A majority vote of all members of the Board of Governors ~~shall be~~ ~~is~~ necessary to expel or suspend a member, and an appeal of the decision may be made to the members of the Academy at the next Annual Business Meeting.

3. 123 -- A majority vote of the members present at an appeals meeting ~~shall be~~ ~~is~~ required to reverse the decision of the Board of Governors.



### 3.130 – Member contact information

3.131 -- Demographic information (including affiliated institution, US mail and email addresses) will be solicited when individuals enroll or renew as members.

3.132 -- It is the responsibility of the member to update the membership secretary if his/her address changes between annual renewals. Members who fail to do so may not receive their print copies of the Academy's journal and/or important communication from the Board of Governors.

## 4.00 -- MEETINGS

4.10 -- A regular Annual Meeting of the membership ~~shall be~~ is held at a time and place determined by the Board of Governors. Special meetings may also be held.

4.11 -- Prior to each Annual Meeting of the Academy, the Board of Governors and the chairpersons of standing committees ~~will~~ hold a planning meeting at which the agenda for the Annual Meeting ~~will be~~ is arranged. Ideally, this planning meeting ~~will be~~ is held at the site of the next Annual Meeting of the Academy .

4.12 -- Notices of the Annual Meeting and all special meetings of the Academy ~~shall are to~~ be sent to all members at least one month in advance of the date of the meeting.

4.20 -- The regular members present at a meeting ~~shall~~ constitute a quorum.

4.30 -- The ~~order of business at~~ agenda of the regular Annual Meetings ~~shall be as~~ follows the order of business listed below:

- Call to Order by the President
- Reading of minutes from the previous Annual Meeting
- Reports of officers
- Election of Honorary Members and Fellows
- Business
- Reports of Committees
- Election of officers
- Assumption of the Presidency by the President-Elect
- Adjournment

## 5.00 -- OFFICERS

5.10 -- The officers of the Academy, who also constitute the Board of Governors, ~~shall be~~ are the President, President-Elect, Past President, Recording Secretary, Membership Secretary, Treasurer, Regional Directors (5), Editor of Journal, ~~Editor of the Newsletter~~, Editor of the Proceedings, Permanent Secretary, and Webmaster.

5.11 -- One ~~d~~Director ~~shall be~~ is chosen from each of the four geographical regions of Southern Arizona, Central Arizona, Northern Arizona and Nevada.

5.12 -- An additional fifth director (the Director at Large) ~~will be~~ is chosen from anywhere in Arizona or Nevada as needed.

5.20 -- The Recording Secretary, Treasurer, and Membership Secretary ~~shall~~ hold office for one year and the Directors ~~shall~~ hold office for two years. They ~~shall be~~ are elected by ballot at the Annual Meeting and ~~shall~~ hold office until a successor is elected.

5.30-- The President-Elect, President, and Past President ~~shall~~ hold office for two years, or until replaced by their successors.

5.31 -- The President-Elect ~~shall~~ automatically becomes President at the convening of the Annual Meeting at which a new President-Elect is chosen. Subsequent to that election, the President-Elect ~~shall~~ takes over as President and the retiring President ~~shall~~ becomes Past President.

5.32 -- The President ~~shall be~~ is the ex-officio Chairperson of the Board of Governors.

5.40 -- An Editor of the Journal, ~~Editor of the Newsletter~~, Editor of the Proceedings, Science Olympiad Representative, and Webmaster ~~shall be~~ are appointed by the Board of Governors and ~~shall~~ hold office for three years, or until replaced by their successors.

5.50 -- Officers of the Academy ~~shall~~ perform the duties as specified in the parliamentary authority adopted by the Academy and as defined in the Articles of Incorporation and these by-laws.

## 6.00 -- DUTIES OF THE OFFICERS

### 6.10 -- PRESIDENT

6.11 -- The President ~~shall~~ presides over all meetings of the Academy and the Board of Governors. The President ~~shall be is~~ responsible for the administration of all activities of the Academy and ~~shall cause ensures that~~ provisions of the by-laws ~~to be are~~ executed.

6.12 -- The President ~~shall~~ appoints all standing committees subject to confirmation of the Board of Governors. The President ~~shall be is~~ an ex-officio member of all committees except the Nominating Committee.

### 6.20 -- PRESIDENT ELECT

6.21 -- ~~The President-Elect shall, i~~In the absence of the President, ~~The President-Elect shall,~~ presides over all meetings of the Academy and the Board of Governors.

6.22 -- The President-Elect ~~shall~~ appoints the chairpersons of the local arrangements committee at the institution hosting the annual meeting.

6.23 -- The President-Elect ~~shall~~ recruits new Patron Members for the Academy.

6.24 -- The President-Elect ~~shall~~ participates in public relations activities for the Academy.

### 6.30 -- PAST PRESIDENT

6.31 -- The Past President ~~shall~~ serves on the Board of Governors and ~~shall~~, in the absence of the President and President-Elect, presides over all meetings of the Academy and the Board of Governors.

### 6.40 -- RECORDING SECRETARY

6.41 -- The Recording Secretary ~~shall~~ keeps a record of all meetings of the Academy and of the Board of Governors.

6.42 The minutes kept by the Recording Secretary shall are to include a record of actions approved by the Board of Governors.

6.43 -- The Recording Secretary shall makes electronic copies of the minutes available to the membership.

6.44 -- The Recording Secretary shall provides a copy of the minutes from the previous year's Annual Business Meeting to the Editor of the Proceedings.

#### 6.50 -- **MEMBERSHIP SECRETARY**

6.51 -- The Membership Secretary shall keeps the membership records of the Academy.

6.52 -- The Membership Secretary shall prepares and sends notices of dues and shall keeps a record of the dues paid by the members and their contact information.

6.53 -- The Membership Secretary shall prepares and sends renewal notices to all institutional subscribers to of the Journal of the Arizona-Nevada Academy of Science and shall keeps a record of fees paid.

6.54 -- The Membership Secretary shall provides mailing labels to the Editor of the Journal and the Editor of the Proceedings for mailing of the Journal and *Proceedings of the Arizona-Nevada Academy of Science. Proceedings of the Arizona Nevada Academy of Science Annual Meeting.*

6.55 -- The Membership Secretary shall sends copies of recent issues of the Journal to members and libraries that did not receive their copy with the regular mailing.

6.56 -- The Membership Secretary shall presents to the Board of Governors a report on the current membership of the Academy as of the end of the calendar year.

6.57 -- The Membership Secretary obtains the abbreviated Annual Meeting agenda from the Editor of the Proceedings and sends it to the membership.

6.58 –The Membership Secretary sends notice of any voting matters to the membership at least 30 days in advance of the Annual Business Meeting.

#### 6.60 -- **TREASURER**

6.61 -- The Treasurer ~~shall~~ receives, deposits and disburses all funds of the Academy as stipulated by Section 9.00 of these by-laws.

6.62 -- The Treasurer ~~shall~~ keeps ~~an~~ detailed accounting of all receipts and disbursements ~~in detail~~, and ~~at the Annual Meeting~~ ~~shall~~ presents a report of these transactions ~~receipts and disbursements during~~ for the previous fiscal year ~~at the Annual Meeting~~.

6.63 -- The Treasurer ~~shall, at the Annual Business Meeting,~~ presents to the Board of Governors ~~an annual~~ report of the ~~current~~ financial status of the Academy ~~at all board meetings~~.

6.64 -- The Treasurer ~~shall~~ prepares an Annual Operating Budget and shall present the Operating Budget for the fiscal year to the Board of Governors at their January meeting.

6.65 -- The Treasurer ~~shall~~ ~~see~~ ensures that appropriate tax forms are filed with the IRS.

6.66 –The Treasurer ~~shall~~ holds all of the important documents of the Academy including but not limited to incorporation papers, IRS documents, annual report to the Corporation Commission, and financial records.

#### 6.70 -- **EDITOR OF THE JOURNAL**

6.71 -- The Editor ~~shall~~ manages the publication of the *Journal of the Arizona-Nevada Academy of Science*.

6.72 – The Editor of the Journal ~~shall~~, with the approval of the Board of Governors, establishes an editorial policy.

6.73 – The Editor of the Journal ~~shall~~, with input from peer reviewers, evaluates the merits of manuscripts submitted for

publication in a timely manner and assemble two issues per volume.

6.74 – The Editor of the Journal ~~shall~~ works with the Membership Secretary to distribute printed issues to current members and subscribing institutions and to manage subscription renewals.

6.75 – The Editor of the Journal ~~shall~~ works with the Webmaster to get each issue digitally archived with an electronic repository.

6.76 – The Editor of the Journal ~~shall~~ works with the Treasurer to insure that authors are appropriately billed for page charges.

#### 6.80 -- **SCIENCE OLYMPIAD REPRESENTATIVE**

6.81 -- The Science Olympiad Representative ~~will~~ serves as the liaison between the Academy and the Board of Directors of the Arizona Science Olympiad, Division C (SO-C).

6.82 -- Duties of the representative ~~will-be~~ are to (a) keep the ANAS informed about SO-C activities; (b) encourage involvement of ANAS membership in the state tournament and/or team preparation; (c) solicit ANAS members to serve as event supervisors; (d) recommend awards to be sponsored by the Academy, and (e) provide a year-end report to summarize the results of the state tournament.

#### 6.90 -- **DIRECTORS**

6.91 -- The Directors ~~shall~~ promote the goals of the Academy to institutions in their geographical area.

6.92 – The Directors serve as representatives of their respective regions and ~~will~~ inform and advise the Board of Governors and the membership of their regions' scientific activities and needs at meetings and via the Academy's website and social media.

6.93 -- The Directors ~~shall~~ promote membership in the Academy and ~~shall~~ encourage members and non-members to submit papers to the Journal and present research results at the Annual Meeting.



#### ~~6.100~~ **EDITOR OF THE NEWSLETTER**

~~6.101~~—The Editor of the Newsletter shall be appointed by the President and shall issue newsletters to advise the membership of current activities of the members and other scientific events of the region.

~~6.102~~—The Editor of the Newsletter shall, in conjunction with the Editor of the Proceedings, prepare and send the abbreviated Annual Meeting agenda to the membership and registrants.

~~6.103~~—The Editor of the Newsletter shall send notice of any voting matters to the membership at least 30 days in advance of the Annual Business Meeting.

~~6.104~~—The Editor of the Newsletter shall submit reports to the national newsletter of the National Association of Academies of Science.

#### ~~6.110~~ **100 -- EDITOR OF THE PROCEEDINGS**

~~6.111~~ **101** -- The Editor of the Proceedings ~~shall~~, with the approval of the Board of Governors, schedules deadlines to insure the timely publication of the *Proceedings of the Arizona-Nevada Academy of Science*. ~~Proceedings of the Arizona-Nevada Academy of Science Annual Meeting.~~

~~6.112~~ **102** -- The Editor of the Proceedings ~~shall~~ serves as a member of the Program Committee for the Annual Meeting and ~~shall~~ coordinates with session chairs to solicit, collect and organize abstracts to meet publication timeline.

~~6.113~~ **103** -- The Editor of the Proceedings ~~shall~~ prepares a list of abstracts to be presented at the Annual Meeting and the times of presentation. This abbreviated agenda ~~shall be~~ is forwarded to the Membership Secretary, ~~Editor of the Newsletter~~ the Section Chairs, and Webmaster to be sent to all members and registrants ~~as part of the Newsletter~~ and published on the Academy's website.

~~6.114~~ **104** – The Editor of the Proceedings ~~shall~~ mails copies to the subscribing institutions and members who request copies.

6.~~415~~ 105 – The Editor of the Proceedings, in conjunction with the Webmaster, ~~shall~~ arranges for the electronic publication of the Proceedings.

#### 6.~~420~~ 110 -- **PERMANENT SECRETARY**

6.~~421~~ 111 -- The Board of Governors may establish the office of Permanent Secretary.

6.~~422~~ 112 -- The Permanent Secretary ~~shall~~ acts as the main business agent of the Academy and ~~shall be~~ is responsible for the daily activity of the Academy office.

6.~~423~~ 113 -- The Permanent Secretary ~~shall~~ maintains a list of the officers of the Academy to be elected and ~~shall~~ submits a list of those officers to the Nominating Committee at the January meeting of the Governing Board.

6.~~424~~ 114 -- Following the Annual Meeting. the Permanent Secretary ~~shall~~ refers incoming officers to this document for the list of their responsibilities and terms of duty.

6.115 -- The Permanent Secretary, in consultation with the Board of Governors, prepares and submits reports to the newsletter of the National Association of Academies of Science.

#### 6.~~430~~ 120 -- **WEBMASTER**

6.~~431~~ 121 - The ~~w~~Webmaster ~~will~~ selects a web-hosting service and maintain the ANAS web page.

6.~~432~~ 122 - The ~~w~~Webmaster ~~will make available digitized versions of the Newsletter, and~~ facilitates electronic publishing of the *Journal of the Arizona-Nevada Academy of Science* and the Proceedings of the Arizona-Nevada Academy of Science Annual Meeting and ~~the~~ *Hydrology and Water Resources in Arizona and the Southwest* (~~p~~Proceedings of the Hydrology session)

6.~~433~~ 123 - The ~~w~~Webmaster ~~will~~ posts forms for the annual meeting, scholarship and grant applications, awards, membership renewals, and other membership documents.

6.124 – The ~~w~~Webmaster ~~will~~ posts the current version of the by-laws and historical records such as Fellows, Outstanding Service Award recipients and current and previous members of the Board of Governors.

6.125 –The Webmaster obtains the abbreviated Annual Meeting agenda from the Editor of the Proceedings and posts it to the Academy's website.

6.126 –The Webmaster posts notices of any voting matters on the website at least 30 days in advance of the Annual Business Meeting.

6.127 – The Webmaster provides an avenue for the members of the Governing Board to post notices of current activities of the membership and other scientific events of the region and posts selected items of interest to the Academy's social media outlets.

## 7.00 -- DUTIES OF THE BOARD OF GOVERNORS

7.10 -- The Board of Governors ~~shall~~~~have~~ has executive authority with legislative powers of the Academy in the intervals between Academy Meetings except that of modifying action taken by the Academy.

7.20 -- Specific duties ~~shall~~ include the following:

7.21 -- To approve research and scholarship grants made in the name of the Academy.

7.22 -- To receive nominations for special membership categories and, upon approval, submit these nominations to the membership for action at the Annual Business meeting.

7.23 -- To fill vacancies *ad interim* of any office of the Academy, except those of Past President, President and President-Elect, and to notify the membership of the appointment through the ~~website~~ ~~newsletter~~.

7.24 -- ~~To approve editorial policy and~~ make recommendations to the Academy on matters pertaining to general policy.

7.25 -- To take action on applications ~~of submitted by~~ affiliated organizations.

7.26 -- To determine the time and place of the Annual and special meetings.

7.27 -- To confirm standing committee members appointed by the President.

7.28 -- To make an annual report to the Academy.

7.29 -- ~~To approve editorial policy.~~  
To promote the Academy and its activities and report on important science-related developments in the southwest.

7.30 -- In the event of dissolution of the Arizona-Nevada Academy of Science, to decide which state or national tax-exempt scientific organization is to receive the remaining funds and assets of the Arizona-Nevada Academy of Science.

7.40 -- A majority of the Board of Governors ~~shall~~ constitutes a quorum, but any officer holding more than one office ~~shall have~~ has only one vote. In the event the number of voting officers present at a meeting of the Board of Governors is less than a quorum, business may still be conducted with any pending motions or other votes sent to all absent members by the ~~R~~ecording ~~S~~ecretary for their vote. The votes ~~will are~~ then ~~be~~ received and counted by the recording secretary and added to the votes of the members present at the meeting. The President ~~will~~ then declares each measure to pass or fail and announce the results to all voting members of the Board of Governors.

7.50 -- Approval of the Board of Governors ~~shall-be is~~ construed to mean a majority approval except where indicated otherwise.

## 8.00 -- ELECTIONS

8.10 -- Officers ~~shall-be are~~ elected at the business meeting of the Annual Meeting.

8.20 -- The Nominating Committee ~~shall~~ consists of the Director from each region and the Past President. The Past President ~~shall~~ functions as the committee chairperson.

8.21 -- One month prior to the Annual Meeting, the Nominating Committee ~~shall~~ sends a report of these nominations to the Editor of the Proceedings for inclusion in the Proceedings volume.

8.22 -- Additional nominations may be made from the floor by any dues-paying or emeritus member.

8.23 -- Each nominee ~~shall~~ expresses his or her willingness to serve in the office for which he or she is being nominated before acceptance of his or her nomination.

8.30 -- The nominee for each office receiving the majority of votes of the regular members present ~~shall be~~ is elected.

## 9.00 -- **ACCOUNTS**

9.10 -- The fiscal year of the Academy ~~shall~~ ends on December 31.

9.20 -- Two Academy Accounts ~~shall be are~~ maintained: General Fund and Endowment Fund.

### 9.30 – **General Fund**

9.31-- The General Fund, ~~shall~~ consists of general membership dues payments, journal subscriptions, page charges and revenue from electronic repositories, and any other general-purpose funds received.

9.32 – The General Fund ~~shall be~~ is used for the Academy's operational budget.

### 9.40 – **Endowment Fund**

9.41 -- The Endowment Fund ~~shall~~ consists of life membership dues, at least half of the patron membership dues, and any donations received for this account.

9.42 – The principal balance of the Endowment Fund ~~shall~~ remains invested in a secured account.

9.43 --The interest on this fund may be reinvested or transferred to the General Fund to be disbursed at the discretion of the Board of Governors in support of the Academy's mission and goals.

## 10.00 -- PUBLICATIONS

10.10 -- Current publications of the Academy include the *Journal of the Arizona-Nevada Academy of Sciences*, the *Proceedings of the Arizona Nevada Academy of Science Annual Meeting*, and *Hydrology and Water Resources in Arizona and the Southwest* (~~p~~Proceedings of the Hydrology session)

10.11 The editing of all publications ~~shall be~~ is the responsibility of the ~~h~~ respective Editors.

10.12 -- Digitized versions of all publications are archived in electronic repositories.

## 11.00 -- COMMITTEES

11.10 -- Standing committees ~~shall be~~ are appointed by the President subject to confirmation by the Board of Governors unless before their appointment this rule is suspended by a three-fourths vote of the Board. These standing committees are as follows:

11.11 -- Fellows Committee

11.12 -- Nominating Committee

11.13 -- Program Committee

11.14 -- Education Committee

11.15 -- Outstanding Service Award Committee

11.16 -- Grants-in-Aid Committee

11.20 -- Other committees may be appointed by the President when authorized by the Board of Governors.



## 12.00 -- AFFILIATIONS

12.10 -- The Academy may enter into affiliations with other organizations ~~as if~~ recommended by the Board of Governors and ~~ordered~~ approved by a three-fourths vote of the members present at any Annual Meeting.

12.20 -- Any state scientific organization may, upon application, be elected an affiliated institution by the Board of Governors.

12.30 -- The Arizona Science Olympiad, Division C (SO-C), is an affiliated organization of the Academy.

12.31 -- The Arizona - Nevada Academy of Science ~~will be is~~ responsible for the financial accounting of the SO-C's funds. Expenses and revenues ~~shall be are~~ included in the annual Treasurer's report.

12.40 -- The Academy is also affiliated with ~~the~~ American Association for the Advancement of Science (AAAS), the National Association of Academies of Science (NAAS), and the Committee on Public Understanding of Science (COPUS).

## 13.00 -- AMENDMENTS

13.10 -- These by-laws may be amended by a three-fourths vote of the membership present and voting at an annual business meeting, provided that notice of the proposed change has been sent to all members at least one month before such meeting.

## 14.00 -- PARLIAMENTARY AUTHORITY

14.10 -- The rules contained in "Robert's Rules of Order Revised" ~~shall~~ govern the Academy in all cases to which they are applicable and consistent with the Articles of Incorporation and these by-laws.

Revisions to be voted on at April 16, 2016 at the Annual Meeting

# Arizona - Nevada Academy of Science

## BY-LAWS

### STATEMENT OF PURPOSE:

The purpose of this Academy is to foster scientific research and education, disseminate scientific knowledge, promote collegial relationships among scientists from a variety of disciplines, assist in developing the scientific resources of the region, encourage the publication of research-based reports, and unify the scientific interests of the southwestern U.S.

### 1.00 -- NAME

1.10 -- The name of the corporation is the **ARIZONA-NEVADA ACADEMY OF SCIENCE** (also referred to in this document as ANAS and/or the Academy).

1.20 -- It is the intent of this organization to be a non-profit corporation devoted to promoting scientific research and education.

### 2.00 -- ORGANIZATION

2.10 -- The organizational structure of the Arizona-Nevada Academy of Science consists of the following:

Membership -- section 3.00

Board of Governors -- sections 5.00 – 8.00

Committees -- section 11.00

Affiliated organizations -- section 12.00

### 3.00 -- MEMBERSHIP

3.10 -- Membership Dues

3.11--The amount of the annual dues for all membership categories is established by the Board of Governors.

3.12 -- Annual dues for the ensuing year are due on January 1.

3.13 -- Any dues-paying member in arrears for one year will be dropped from the roll of members, provided he or she has had at least one notice of the indebtedness sent to him or her e-mail at the last address on record. Upon payment of current dues, the individual will be reinstated.

3.20 -- **Regular Members** -- Persons 18 years or older who are interested in science may apply for membership.

3.21 -- The Board of Governors has the right to expel or suspend a member after a hearing at which the member has the right to be present in person. The member in question will be notified by registered mail two months prior to the hearing.

3.22 -- A majority vote of all members of the Board of Governors is necessary to expel or suspend a member, and an appeal of the decision may be made to the members of the Academy at the next Annual Business Meeting.

3.23 -- A majority vote of the members present at an appeals meeting is required to reverse the decision of the Board of Governors.

3.30-- **Family Members** -- Two persons living at the same address may receive ANAS mailings (one copy), such as the Journal, as Family Members. Each family member otherwise has individual privileges of membership including voting.

3.40-- **Student Members** -- Students 18 years of age or older who are regularly enrolled at a college or university as an undergraduate or graduate student may have voting and other privileges of membership at a reduced rate until they complete their degree or otherwise leave the institution.

3.50 -- **Life Members** -- Any regular member who contributes to the Endowment Fund of the Academy a sum established by the Board of Governors to yield interest equal to or greater than the current annual dues for a regular member is identified as a Life Member and is exempt from payment of all regular dues thereafter.

3.60 -- **Sustaining Members** -- Any regular members paying not less than three times the regular annual dues is identified as a Sustaining Member.

3.70 -- **Fellows** -- Any regular member who has been a regular or sustaining member of the Academy for not less than five years and who has successfully engaged in reputable scientific work and/or has made significant contributions to the Academy may be nominated as a Fellow by the Fellows Committee.

3.71 -- A majority vote of the membership present at the Annual Meeting is necessary to confirm the invitation to become a Fellow of the Academy.

3.80 -- **Honorary Members** -- Any person who has contributed extraordinary service to the advancement of science may be elected to honorary membership in the Academy.

3.81 -- Nominations may be made in writing by any current member of the Academy who, upon approval of the Board of Governors, presents the nominee at the Annual Business Meeting. A majority vote of the members present is necessary to confirm the invitation to honorary membership. Ordinarily not more than one honorary member is elected in any one year.

3.82 -- An honorary member is exempt from the payment of annual dues. He/She is a non-voting member and cannot hold office in the Academy unless he/she is also a regular or sustaining member.

3.90 -- **Patrons** -- Any firm, institution, or business organization wishing to contribute to the ongoing work of the Academy may apply to the Membership Secretary for patron membership in the Academy. Approval by the Board of Governors is required.

3.91 -- The annual dues for a patron member is one hundred dollars (\$100.00). The initial dues are to be submitted with the membership application.

3.92 -- A patron is a non-voting member of the Academy.

3.100 -- **Member Emeritus** -- Any member who has reached the age of 65 and/or is retired and who has maintained continuous membership in any active category in the Arizona-Nevada Academy of Science for at least seventeen (17) years may apply for the status of Member Emeritus. The Board of Governors verifies that the applicant meets these requirements and changes the status of the member to Emeritus.

3.101 -- The Member Emeritus has all of the privileges of membership, but is relieved of all charges and dues applied to other members of the Academy.

### 3.110 – **Benefits and Privileges of Membership**

3.111 – All voting membership categories have a voice in selection of members of Board of Governors, approval of Fellows and Honorary Members, revisions to by-laws, and other voting matters brought to the general membership by the Board of Governors at the Annual Business Meeting.

3.112 -- Current Academy members receive printed copies of the Journal of the Arizona-Nevada Academy of Science, access to electronic archives of all volumes of the Journal, discounted page charges for publication, and reduced registration fees for the Annual Meeting. They also receive electronic notification of online publications, annual membership renewal reminders and other important announcements

### 3.120 – **Suspension of Membership**

3. 121 -- The Board of Governors has the right to expel or suspend a member after a hearing at which the member has the right to be present in person. The member in question will be notified by registered mail two months prior to the hearing.

3.122 -- A majority vote of all members of the Board of Governors is necessary to expel or suspend a member, and an appeal of the decision may be made to the members of the Academy at the next Annual Business Meeting.

3. 123 -- A majority vote of the members present at an appeals meeting is required to reverse the decision of the Board of Governors.

### **3.130 – Member contact information**

3.131 -- Demographic information (including affiliated institution, US mail and email addresses) will be solicited when individuals enroll or renew as members.

3.132 -- It is the responsibility of the member to update the membership secretary if his/her address changes between annual renewals. Members who fail to do so may not receive their print copies of the Academy's journal and/or important communication from the Board of Governors.

## **4.00 -- MEETINGS**

4.10 -- A regular Annual Meeting of the membership is held at a time and place determined by the Board of Governors. Special meetings may also be held.

4.11 -- Prior to each Annual Meeting of the Academy, the Board of Governors and the chairpersons of standing committees hold a planning meeting at which the agenda for the Annual Meeting is arranged. Ideally, this planning meeting is held at the site of the next Annual Meeting of the Academy.

4.12 -- Notices of the Annual Meeting and all special meetings of the Academy are to be sent to all members at least one month in advance of the date of the meeting.

4.20 -- The regular members present at a meeting constitute a quorum.

4.30 -- The agenda of the regular Annual Meetings follows the order of business listed below:

- Call to Order by the President
- Reading of minutes from the previous Annual Meeting
- Reports of officers
- Election of Honorary Members and Fellows
- Business
- Reports of Committees
- Election of officers
- Assumption of the Presidency by the President-Elect
- Adjournment



## 5.00 -- **OFFICERS**

5.10 -- The officers of the Academy, who also constitute the Board of Governors, are the President, President-Elect, Past President, Recording Secretary, Membership Secretary, Treasurer, Regional Directors (5), Editor of Journal, Editor of the Proceedings, Permanent Secretary, and Webmaster.

5.11 -- One Director is chosen from each of the four geographical regions of Southern Arizona, Central Arizona, Northern Arizona and Nevada.

5.12 -- An additional fifth director (the Director at Large) is chosen from anywhere in Arizona or Nevada as needed.

5.20 -- The Recording Secretary, Treasurer, and Membership Secretary hold office for one year and the Directors hold office for two years. They are elected by ballot at the Annual Meeting and hold office until a successor is elected.

5.30-- The President-Elect, President, and Past President hold office for two years, or until replaced by their successors.

5.31 -- The President-Elect automatically becomes President at the convening of the Annual Meeting at which a new President-Elect is chosen. Subsequent to that election, the President-Elect takes over as President and the retiring President becomes Past President.

5.32 -- The President is the ex-officio Chairperson of the Board of Governors.

5.40 -- An Editor of the Journal, Editor of the Proceedings and Webmaster appointed by the Board of Governors and hold office for three years, or until replaced by their successors.

5.50 -- Officers of the Academy perform the duties as specified in the parliamentary authority adopted by the Academy and as defined in the Articles of Incorporation and these by-laws.

## **6.00 -- DUTIES OF THE OFFICERS**

### **6.10 -- PRESIDENT**

6.11 -- The President presides over all meetings of the Academy and the Board of Governors. The President is responsible for the administration of all activities of the Academy and ensures that provisions of the by-laws are executed.

6.12 -- The President appoints all standing committees subject to confirmation of the Board of Governors. The President is an ex-officio member of all committees except the Nominating Committee.

### **6.20 -- PRESIDENT ELECT**

6.21 -- In the absence of the President, the President-Elect presides over all meetings of the Academy and the Board of Governors.

6.22 -- The President-Elect appoints the chairpersons of the local arrangements committee at the institution hosting the annual meeting.

6.23 -- The President-Elect recruits new Patron Members for the Academy.

6.24 -- The President-Elect participates in public relations activities for the Academy.

### **6.30 -- PAST PRESIDENT**

6.31 -- The Past President serves on the Board of Governors and, in the absence of the President and President-Elect, presides over all meetings of the Academy and the Board of Governors.

### **6.40 -- RECORDING SECRETARY**

6.41 -- The Recording Secretary keeps a record of all meetings of the Academy and of the Board of Governors.

6.42 The minutes kept by the Recording Secretary are to include a record of actions approved by the Board of Governors.

6.43 -- The Recording Secretary makes electronic copies of the minutes available to the membership.

6.44 -- The Recording Secretary provides a copy of the minutes from the previous year's Annual Business Meeting to the Editor of the Proceedings.

#### 6.50 -- **MEMBERSHIP SECRETARY**

6.51 -- The Membership Secretary keeps the membership records of the Academy.

6.52 -- The Membership Secretary prepares and sends notices of dues and keeps a record of the dues paid by the members and their contact information.

6.53 -- The Membership Secretary prepares and sends renewal notices to all institutional subscribers of the Journal of the Arizona-Nevada Academy of Science and keeps a record of fees paid.

6.54 -- The Membership Secretary provides mailing labels to the Editor of the Journal and the Editor of the Proceedings for mailing of the Journal and Proceedings of the Arizona-Nevada Academy of Science Annual Meeting.

6.55 -- The Membership Secretary sends copies of recent issues of the Journal to members and libraries that did not receive their copy with the regular mailing.

6.56 -- The Membership Secretary presents to the Board of Governors a report on the current membership of the Academy as of the end of the calendar year.

6.57 -- The Membership Secretary obtains the abbreviated Annual Meeting agenda from the Editor of the Proceedings and sends it to the membership.

6.58 –The Membership Secretary sends notice of any voting matters to the membership at least 30 days in advance of the Annual Business Meeting.

**6.60 -- TREASURER**

6.61 -- The Treasurer receives, deposits and disburses all funds of the Academy as stipulated by Section 9.00 of these by-laws.

6.62 -- The Treasurer keeps a detailed accounting of all receipts and disbursements and presents a report of these transactions for the previous fiscal year at the Annual Meeting.

6.63 -- The Treasurer presents to the Board of Governors a report of the current financial status of the Academy at all board meetings.

6.64 -- The Treasurer prepares an Annual Operating Budget and shall present the Operating Budget for the fiscal year to the Board of Governors at their January meeting.

6.65 -- The Treasurer ensures that appropriate tax forms are filed with the IRS.

6.66 –The Treasurer holds all of the important documents of the Academy including but not limited to incorporation papers, IRS documents, annual report to the Corporation Commission, and financial records.

**6.70 -- EDITOR OF THE JOURNAL**

6.71 -- The Editor manages the publication of the *Journal of the Arizona-Nevada Academy of Science*.

6.72 – The Editor of the Journal, with the approval of the Board of Governors, establishes an editorial policy.

6.73 – The Editor of the Journal, with input from peer reviewers, evaluates the merits of manuscripts submitted for publication in a timely manner and assembles two issues per volume.

6.74 – The Editor of the Journal works with the Membership Secretary to distribute printed issues to current members and subscribing institutions and to manage subscription renewals.

6.75 – The Editor of the Journal works with the Webmaster to get each issue digitally archived with an electronic repository.

6.76 – The Editor of the Journal works with the Treasurer to insure that authors are appropriately billed for page charges.

#### 6.80 -- **DIRECTORS**

6.81 -- The Directors promote the goals of the Academy to institutions in their geographical area.

6.82 – The Directors serve as representatives of their respective regions and inform and advise the Board of Governors and the membership of their regions' scientific activities and needs at meetings and via the Academy's website and social media.

6.83 -- The Directors promote membership in the Academy and encourage members and non-members to submit papers to the Journal and present research results at the Annual Meeting.

#### 6.90 -- **EDITOR OF THE PROCEEDINGS**

6.91 -- The Editor of the Proceedings ~~shall~~, with the approval of the Board of Governors, schedules deadlines to insure the timely publication of the *Proceedings of the Arizona-Nevada Academy of Science*.

6.92 -- The Editor of the Proceedings serves as a member of the Program Committee for the Annual Meeting and coordinates with session chairs to solicit, collect and organize abstracts to meet publication timeline.

6.93 -- The Editor of the Proceedings prepares a list of abstracts to be presented at the Annual Meeting and the times of presentation. This abbreviated agenda is forwarded to the-Membership Secretary, the Section Chairs, and Webmaster to be sent to all members and registrants and published on the Academy's website.

6.94 – The Editor of the Proceedings mails copies to the subscribing institutions and members who request copies.

6.95 – The Editor of the Proceedings, in conjunction with the Webmaster, arranges for the electronic publication of the Proceedings.

#### 6.100 -- **PERMANENT SECRETARY**

6.101 -- The Board of Governors may establish the office of Permanent Secretary.

6.102 -- The Permanent Secretary acts as the main business agent of the Academy and is responsible for the daily activity of the Academy office.

6.103 -- The Permanent Secretary maintains a list of the officers of the Academy to be elected and submits a list of those officers to the Nominating Committee at the January meeting of the Governing Board.

6.104 -- Following the Annual Meeting, the Permanent Secretary refers incoming officers to this document for the list of their responsibilities and terms of duty.

6.105 -- The Permanent Secretary, in consultation with the Board of Governors, prepares and submits reports to the newsletter of the National Association of Academies of Science.

#### 6.110 -- **WEBMASTER**

6.111 - The Webmaster selects a web-hosting service and maintain the ANAS web page.

6.112 - The Webmaster facilitates electronic publishing of the *Journal of the Arizona-Nevada Academy of Science* and the *Proceedings of the Arizona-Nevada Academy of Science* and the *Hydrology and Water Resources in Arizona and the Southwest* (Proceedings of the Hydrology session)

6.113 - The Webmaster posts forms for the annual meeting, scholarship and grant applications, awards, membership renewals, and other membership documents.

6.114 – The Webmaster posts the current version of the by-laws and historical records such as Fellows, Outstanding Service Award recipients and current and previous members of the Board of Governors.

6.115 –The Webmaster obtains the abbreviated Annual Meeting agenda from the Editor of the Proceedings and posts it to the Academy's website.

6.116 –The Webmaster posts notices of any voting matters on the website at least 30 days in advance of the Annual Business Meeting.

6.117 – The Webmaster provides an avenue for the members of the Governing Board to post notices of current activities of the membership and other scientific events of the region and posts selected items of interest to the Academy's social media outlets.

## **7.00 -- DUTIES OF THE BOARD OF GOVERNORS**

7.10 -- The Board of Governors has executive authority with legislative powers of the Academy in the intervals between Academy Meetings except that of modifying action taken by the Academy.

7.20 -- Specific duties include the following:

7.21 -- To approve research and scholarship grants made in the name of the Academy.

7.22 -- To receive nominations for special membership categories and, upon approval, submit these nominations to the membership for action at the Annual Business meeting.

7.23 -- To fill vacancies *ad interim* of any office of the Academy, except those of Past President, President and President-Elect, and to notify the membership of the appointment through the website.

7.24 -- To approve editorial policy and make recommendations to the Academy on matters pertaining to general policy.

7.25 -- To take action on applications submitted by affiliated organizations.

7.26 -- To determine the time and place of the Annual and special meetings.

7.27 -- To confirm standing committee members appointed by the President.

7.28 -- To make an annual report to the Academy.

7.29 -- To promote the Academy and its activities and report on important science-related developments in the southwest.

7.30 -- In the event of dissolution of the Arizona-Nevada Academy of Science, to decide which state or national tax-exempt scientific organization is to receive the remaining funds and assets of the Arizona-Nevada Academy of Science.

7.40 -- A majority of the Board of Governors constitutes a quorum, but any officer holding more than one office has only one vote. In the event the number of voting officers present at a meeting of the Board of Governors is less than a quorum, business may still be conducted with any pending motions or other votes sent to all absent members by the recording secretary for their vote. The votes are then received and counted by the Recording Secretary and added to the votes of the members present at the meeting. The President then declares each measure to pass or fail and announce the results to all voting members of the Board of Governors.

7.50 -- Approval of the Board of Governors is construed to mean a majority approval except where indicated otherwise.



## 8.00 -- **ELECTIONS**

8.10 -- Officers are elected at the business meeting of the Annual Meeting.

8.20 -- The Nominating Committee consists of the Director from each region and the Past President. The Past President functions as the committee chairperson.

8.21 -- One month prior to the Annual Meeting, the Nominating Committee sends a report of these nominations to the Editor of the Proceedings for inclusion in the Proceedings volume.

8.22 -- Additional nominations may be made from the floor by any dues-paying or emeritus member.

8.23 -- Each nominee expresses his or her willingness to serve in the office for which he or she is being nominated before acceptance of his or her nomination.

8.30 -- The nominee for each office receiving the majority of votes of the regular members present is elected.

## 9.00 -- **ACCOUNTS**

9.10 -- The fiscal year of the Academy ends on December 31.

9.20 -- Three Academy accounts are maintained: General Fund and Academy Endowment Fund and Tournament Endowment Fund.

### 9.30 – **General Fund**

9.31-- The General Fund, consists of general membership dues payments, journal subscriptions, page charges and revenue from electronic repositories, and any other general-purpose funds received.

9.32 – The General Fund is used for the Academy's operational budget.

#### **9.40 – Academy Endowment Fund**

9.41 - The Academy Endowment Fund consists of life membership dues, at least half of the patron membership dues, and any donations received for this account.

9.42 – The principal balance of this Endowment Fund remains invested in a secured account(s).

9.43 - The interest on this fund may be reinvested or transferred to the General Fund to be disbursed at the discretion of the Board of Governors in support of the Academy's mission and goals.

#### **9.50 – Tournament Endowment Fund**

9.51 - Funds previously granted to the ANAS by endowments and private donations in support of the Academy sponsored statewide competitions for high school students in Arizona will be retained by the Academy in a Tournament Endowment Fund.

9.52 – This Endowment Fund will be invested in secured account(s) and its principal disbursed at discretion of the ANAS Board of Governors in annual increments to support STEM-related competitions for high school students in the region.

9.53 – If and when all endowment moneys and future contributions to this fund are spent, this account will be closed.

### **10.00 -- PUBLICATIONS**

10.10 – Current publications of the Academy include the *Journal of the Arizona-Nevada Academy of Science*, the *Proceedings of the Arizona-Nevada Academy of Science*, and *Hydrology and Water Resources in Arizona and the Southwest* (Proceedings of the Hydrology session)

10.11 The editing of all publications is the responsibility of the respective Editors.

10.12 – Digitized versions of all publications are archived in electronic repositories.

## **11.00 -- COMMITTEES**

11.10 -- Standing committees are appointed by the President subject to confirmation by the Board of Governors unless before their appointment this rule is suspended by a three-fourths vote of the Board. These standing committees are as follows:

11.11 -- Fellows Committee

11.12 -- Nominating Committee

11.13 -- Program Committee

11.14 -- Education Committee

11.15 -- Outstanding Service Award Committee

11.16 -- Grants-in-Aid Committee

11.20 -- Other committees may be appointed by the President when authorized by the Board of Governors.

## **12.00 -- AFFILIATIONS**

12.10 -- The Academy may enter into affiliations with other organizations if recommended by the Board of Governors and approved by a three-fourths vote of the members present at any Annual Meeting.

12.20 -- Any state scientific organization may, upon application, be elected an affiliated institution by the Board of Governors.

12.30 -- The Academy is affiliated with the American Association for the Advancement of Science (AAAS), the National Association of Academies of Science (NAAS), the Committee on Public Understanding of Science (COPUS) and the Science Olympiad.

## **13.00 -- AMENDMENTS**

13.10 -- These by-laws may be amended by a three-fourths vote of the membership present and voting at an annual business meeting, provided that notice of the proposed change has been sent to all members at least one month before such meeting.

## 14.00 -- **PARLIAMENTARY AUTHORITY**

14.10 -- The rules contained in “Robert's Rules of Order Revised” govern the Academy in all cases to which they are applicable and consistent with the Articles of Incorporation and these by-laws.

Revised September 17, 2016 at a special Business Meeting (Conference call)