

BYLAWS OF THE CAROLINAS SECTION AMERICAN INDUSTRIAL HYGIENE ASSOCIATION

ARTICLE I – NAME

The name of this organization shall be the Carolinas Section of the American Industrial Hygiene Association (AIHA).

ARTICLE II – PURPOSE

The purpose of the Carolinas Section of the AIHA within the states of North and South Carolina shall be:

- To promote the study, evaluation and control of environmental stresses arising in or from the workplace or its products, in relation to the health and well-being of workers and the public.
- To increase the knowledge of industrial and environmental health through interchange and dissemination of information and to bring together persons interested in the various phases of industrial and environmental health.
- To promote the profession through the encouragement of interest within and cooperation with governmental, industrial, educational and other professional bodies.

ARTICLE III – MEMBERSHIP

Any member of AIHA, residing within the geographic boundaries of the Carolinas Section, may become a member of the local section upon payment of local section dues. Subject to approval by a two-thirds vote of the Carolinas Section Executive Committee, any member of AIHA living outside the geographic boundaries of the local section may become a full member of the local section. A member of AIHA may become a member of more than one local section.

3.1 Membership Categories

3.1.1 Full

A full member shall be any full member of the AIHA who pays Carolina Section dues. A full member may serve on committees, vote and be elected to the Carolinas Section Executive Committee.

3.1.2 Associates

An associate member shall be either:

- (1) an associate member of the AIHA, or
- (2) an individual approved by a two-thirds vote of the Carolina Section Board and meets the criteria of the American Industrial Hygiene Association associate member who pays Carolina Section dues specified by the Section's Executive Committee. An associate

member may serve on committees and vote, but may not be elected to the Carolina Section Executive Committee.

3.1.3 Affiliate

An affiliate member shall be either:

- (1) an affiliate member of the AIHA, or
- (2) an individual approved by two-thirds vote of the Carolina Section Executive Committee and meets the criteria of the AIHA affiliate member who pays Carolina Section dues specified by the Section's Board of Directors. An affiliate member may not vote or be elected to the Carolina Section Board of Directors.

3.1.4 Student

A student member shall be either:

- (1) a student member of the AIHA, or
- (2) an individual approved by two-thirds vote of the Carolina Section Executive Committee and meets the criteria of the AIHA student member who pays Carolina Section student dues specified by the Section's Executive Committee. A student member may serve on committees, but may not vote or be elected to the Carolina Section Executive Committee.

3.1.5 Emeritus

An emeritus member shall be anyone so designated by a two-thirds vote of the Carolina Section Executive Committee. An emeritus member may serve on committees, vote and be elected to the Carolina Section Executive Committee.

3.1.6 Additional classes of membership in the Carolinas Section may be created with approval of the Board of Directors of AIHA.

ARTICLE IV – MEMBERSHIP MEETINGS

4.1 The Section shall meet two times per year. The time and place of each meeting shall be approved by the Executive Committee.

4.2 The Spring meeting shall be held prior to the annual American Industrial Hygiene Conference and Expo (AIHCE).

4.3 Special meetings may be called by the President with approval of the Executive Committee or by petition to the President, signed by 20% of the full or associate Section members in good standing.

4.4 Section meetings shall be announced to the Section membership at least 10 days in advance of the meeting.

4.5 A quorum shall consist of 20% of the members present.

4.6 Executive Committee meetings shall be held at the discretion of the President provided notice of at least 5 days is given.

ARTICLE V - EXECUTIVE COMMITTEE

5.1 Administration

5.1.1 The Carolina Section shall be governed by an elected Executive Committee.

5.1.2 The Executive Committee shall consist of four officers, two elected directors and the most recent past president.

5.1.3 Only members of AIHA may be elected as an officer. 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.

5.1.4 Four members of the Executive Committee shall constitute a quorum for the transaction of business.

5.2 Officers

5.2.1 The officers of the Carolinas Section shall be President, Vice President, Secretary and Treasurer. Any full member of the Section in good standing may hold any elected office of the Section. The officers of the Carolinas Section shall be elected by ballot for terms of office as shown below, which terms shall begin and end on the date of the annual meeting. Each officer shall hold office until a successor has been duly elected or until death, resignation, or removal.

5.2.2 The Vice President shall be elected annually and will automatically become President the following year.

5.2.3 The Secretary and Treasurer shall be elected every two years.

5.3 Office Vacancies

A vacancy in office because of the death, resignation, or removal of an officer may be filled by the Executive Committee for the unexpired term. If the vacancy occurs in the office of Vice President, the member appointed to fill the vacancy shall not automatically succeed the President, and the President for the following year shall be elected at the next annual meeting of the Carolinas Section. An officer may resign by oral tender of resignation at any meeting of the Executive Committee or by giving written notice to the Executive Committee. Such resignation

shall take effect at the time specified and acceptance of such resignation shall not be necessary to make it effective. An officer may be removed, with or without cause, at a meeting expressly called for that purpose by a two-thirds vote of the Executive Committee.

5.4 Duties and Responsibilities of Officers

5.4.1 The Section President shall have the following responsibilities:

- (1) To preside at all Section and Executive Committee meetings.
- (2) To appoint committees as deemed necessary and be an ex-officio member of these committees.
- (3) To call special meetings of the Executive Committee.
- (4) To approve final draft of Section newsletter for distribution to Section.
- (5) Authorize disbursements of Section funds.
- (6) To represent Section at the National AIH Conference's local Section Council meeting.

5.4.2 The Section Vice President shall have the following responsibilities:

- (1) To preside at all Section and Executive Committee meetings in the absence of the President.
- (2) To perform any duties delegated by the Executive Committee or assigned by the President.
- (3) To represent Section at the National AIH Conference's local Section Council meeting.
- (4) To chair Section's Governmental Affairs Committee.
- (5) To chair membership committee.
- (6) To perform any duties delegated by the Executive Committee or assigned by the President.

5.4.3 The Section Treasurer shall have the following responsibilities:

- (1) To have custody of all funds and securities of the Section.
- (2) To receive all funds due to the Section.
- (3) To disperse the funds as authorized by the Board of Directors.
- (4) To prepare and submit accounts for audit at the Spring Executive Committee meeting prior to the Section meeting.
- (5) To submit an annual financial report of Section funds, disbursements and securities to the Section.
- (6) To transmit all Section funds and securities to successor.

5.4.4 The Section Secretary shall have the following responsibilities:

- (1) To record minutes at each Board meeting and distribute them to Board members in a timely manner.
- (2) To maintain an accurate Section membership list with membership status.

- (3) To coordinate Section mailings of dues notices, newsletters, meeting notices and other pertinent information designated by the Executive Committee.
- (4) To maintain Section records.

5.5 Section Directors

5.5.1 Directors will be elected to serve a two year term.

5.5.2 Nomination for Directors will be from the full and associate Section members in good standing.

5.6 Elections

5.6.1 Nominations for vacant Executive Committee positions will be presented at the Spring Section meeting. A quorum of 20% of the membership is the minimum number of votes required for the election.

5.6.2 A plurality of the ballots cast in an election of any officer or director 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 or director 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 or director, the tie shall be resolved by vote of the Executive Committee.

5.6.3 The slate of officers and directors proposed by the Executive Committee shall be circulated to the members at least ten days prior to the Spring meeting.

5.6.4 Elections for the new officers and directors shall be at the Spring meeting at which time the newly elected officers and directors shall be installed.

5.6.5 Results of the elections shall be reported to the AIHA within 30 days of such elections.

ARTICLE VI – COMMITTEES

6.1 The President shall appoint committees and committee chairman as deemed necessary.

6.2 The President shall be an ex-officio member of these committees.

6.3 Committee members serve at the discretion of the Section President.

ARTICLE VII - LOCAL SECTIONS COUNCIL REPRESENTATIVES

7.1 Section shall be represented at the Local Section Council meeting at the Annual AIHCE by the President and Vice President (provided neither is an officer or director of AIHA), or the President's appointees.

7.2 Section officers and/or members who attended the local Section Council meeting shall report to the Section during the Fall Business meeting actions taken by the Council at the annual meeting.

ARTICLE VIII - PUBLIC STATEMENTS

8.1 The local section will not publish or issue any statement which purports to represent the opinion of the AIHA without prior consent of the Board of Directors of AIHA.

8.2 Officers or directors of the Section will not publish or issue publicly any statement on a Section policy or opinion unless that statement has been authorized by the Carolinas Section Executive Committee as expressing the opinion of a majority of the members of the Carolinas Section.

ARTICLE IX – DUES

9.1 Membership Dues

9.1.1 Dues for full, associate, affiliate and student members shall be periodically reviewed and determined by the Board, and implemented only after approval by a majority vote of members in good standing at a regularly scheduled meeting.

9.1.2 Emeritus members shall not be assessed dues.

9.2 Dues Payment

9.2.1 Dues shall be payable in January of each year.

9.2.2 Members who fail to pay dues by the 30th day following the Spring Meeting are not considered in good standing and shall have no vote.

9.2.3 Membership in the Section will be suspended if dues are not paid one year after they are due. Any member terminated for nonpayment of dues may be reinstated at any time before the next annual meeting of the year following termination, by payment of dues in arrears together with the dues for the current year.

ARTICLE X – AMENDMENTS

10.1 Bylaw Amendments

10.1.1 Amendments to the Bylaws may be made by any member in good standing:

(1) at Section meetings.

(2) at a special meeting called for that purpose.

10.1.2 Amendments must be in writing and offered to membership present on a motion for consideration and distribution to the membership.

10.1.3 A majority vote shall be necessary to pass a motion.

10.1.4 Amendments shall be adopted by two-thirds vote of the members in good standing who respond to a mail ballot returned within 30 days.

10.2 AIHA Acceptance

10.2.1 Amendments to the Bylaws will become effective upon approval by the Board of Directors of the American Industrial Hygiene Association.

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.

SUBMITTED BY:

CAROLINAS SECTION

ON: January 8, 2013
DATE

BY: [Signature]
PRESIDENT

APPROVED BY:

AMERICAN INDUSTRIAL HYGIENE ASSOCIATION

ON: January 9, 2013
DATE

BY: [Signature]
Secretary, AIHA Board of Directors

Last Updated: January 8, 2013

- 5.5.3 (1) The NC & SC Directors shall be responsible for soliciting and assisting vendors for section conferences.
- (2) The NC & SC Directors shall assist speakers with activities and technology during section conference.