

**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 geographical boundaries 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

Section 1. An individual residing within the geographic boundaries of the local 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 local section Executive Committee, any individual member living outside the geographic boundaries of the local section may become a member of the local section.

Section 2. On payment of local section dues, and the approval by a two-thirds vote of the local section Executive Committee, any person having a professional interest in industrial hygiene or occupational health and safety 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 or occupational health and safety profession, with approval of a two-thirds vote of the local section Executive Committee.

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

Section 2. The Spring meeting shall be held prior to the annual conference sponsored by the American Industrial Hygiene Association.

Section 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.

Section 4. Section meetings shall be announced to the Section membership at least 10 days in advance of the meeting.

Section 5. A quorum shall consist of 20% of the members present.

Section 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

Section 1. The officers of the local section shall consist of the President, President-Elect, Secretary, Treasurer, and immediate Past President. The positions of Treasurer and Secretary may be combined as deemed by the local section with approval of the Board of Directors of AIHA or the Board's designee. Only members of AIHA national may be elected as officers. No person shall serve as an officer in more than one local section at a 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 and end on the date of the annual meeting. Each officer shall hold office until a successor shall have 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 national 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 Board of Directors for the unexpired term. If the vacancy occurs in the office of the President-Elect, the member appointed to the 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 local section.

Section 4. An officer may resign by oral tender of resignation at any meeting of the Executive Committee or by giving written notice thereof 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.

Section 5. An officer may be removed, with or without cause, at a meeting expressly called for that purpose, by a two-thirds (2/3) vote of the Board of Directors.

Section 6. The President shall preside at all meetings of the local section membership, Board of Directors, and of the Executive Committee and shall perform such other duties as may be directed by the Executive Committee. The President shall serve a one-year term of office and has the following responsibilities:

- Appoint members and chairs of all committees, subject to the provisions of these bylaws.
- Serve as an ex-officio member of all committees.
- Call special meetings of the Executive Committee.
- Approve final draft of the Section newsletter for distribution to the Section membership.
- Authorize disbursements of Section funds.
- Represent the Carolinas Section at the local Section Council meeting conducted at the national AIHA conference.
- Arrange for speakers, presenters, and vendors at the section conference meetings.

Section 7. The President-Elect automatically shall succeed the President in office upon completion of the President's term of office. The President-Elect shall perform any duties delegated by the President. The President-Elect shall serve a one-year term of office and has the following responsibilities:

- Preside at all Section and Executive Committee meetings in the absence of the President.
- Perform any duties delegated by the Executive Committee or assigned by the President.
- Represent the Carolinas Section at the local Section Council meeting conducted at the national AIHA conference.
- Arrange for speakers, presenters, and vendors at the section conference meetings.

Section 8. The Past President shall serve as chair of the Nominating Committee and will serve a one-year term of office.

Section 9. The Treasurer is responsible for the custody, receipt, and disbursement of all funds of the local section. The Treasurer shall serve a one-year term of office and has the following responsibilities:

- Ensure that disbursements are authorized by the Executive Committee.
- Prepare a preliminary annual financial report and submit the accounts of the local section for audit at the last meeting of the Board of Directors prior to the annual meeting of the local section.
- Present a final annual financial report at the annual meeting of the local section.
- Transmit all Section funds and securities to successor.
- Arrange for speakers, presenters, and vendors at the section conference meetings.

Section 10. The Secretary shall serve a one-year term and has the following responsibilities:

- Give notice of all meetings of the local section, Board of Directors, and the Executive Committee.
- Maintain an accurate list of members and their membership status.
- Keep a record of the transactions of business that may come before such meetings.
- Serve as the custodian of the records of the local section.
- Coordinate Section mailings of dues notices, newsletters, and meeting notices and other pertinent information designated by the Executive Committee.
- Arrange for speakers, presenters, and vendors at the section conference meetings.
- Transmit all records and property of the local section to their successor.

Article VI - Directors

Section 1. Except as these Bylaws may require that action be otherwise authorized or taken, all authority of the Association shall be exercised by its Board of Directors.

Section 2. The Board of Directors shall consist of the at-large directors and the officers. Any member of the local section in good standing may be eligible to serve on the Board of Directors of the local section.

Section 3. The directors of the local section shall be elected by ballot or hereinafter provided, for a two-year staggered term. The term of office of the directors shall begin and end on the date of the annual meeting. Each director shall hold office until a successor has been duly elected or until death, resignation, or removal.

Section 4. A director may resign at any time, either by oral tender of resignation at any meeting of the Board of Directors or by giving written notice thereof to the Secretary. Such resignation shall take effect at the time specified and acceptance of such resignation shall not be necessary to make it effective.

Section 5. The Board of Directors may, by a vote of two-thirds (2/3) of its members, remove any director at a meeting expressly called for that purpose.

Section 6. The vacancy in office of any director may be filled by vote of the Board of Directors. A director elected to fill such vacancy shall be elected to the unexpired term of the predecessor in office.

Section 7. The Board of Directors shall hold at least two meetings each year. Meetings may be held in person or by some other means where each officer and director can communicate with all other officers and directors. Notice of the time and place of each meeting of the Board of Directors shall be given not less than five (5) days before the date of the meeting, which notice need not specify the purpose of the meeting.

Section 8. The presence of a majority of the Board of Directors is necessary to constitute a quorum of a meeting. The act of the majority present at a meeting at which a quorum exists is the act of the Board of Directors. Each member of the Board of Directors shall be entitled to one vote. Proxy voting shall not be permitted for any purpose.

Section 9. Two at-large directors shall be elected with one representing North Carolina and the other representing South Carolina. At-large directors shall serve a two-year term and have the following responsibilities:

- Arrange for speakers, presenters, and vendors at the section conference meetings.

Article VII - Committees

Section 1. The President shall appoint committees and committee chair as deemed necessary.

Section 2. The President shall be an ex-officio member of these committees.

Section 3. Committee members serve at the discretion of the Section President.

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 Executive Committee as expressing the opinion of a majority of the members of the local section.

Article IX - Dues

Section 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.

Section 2. Emeritus members shall not be assessed dues.

Section 3. Dues shall be payable in January of each year.

Section 4. 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.

Section 5. 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 - Ballots

Section 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.

Section 2. Except as provided in Article XII, 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 Board of Directors.

Section 3. 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.

Section 4. Results of the elections shall be promptly reported to the AIHA.

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 bylaws shall become effective upon approval by the Board of Directors of AIHA or the Board's designee.

SUBMITTED BY:

CAROLINAS SECTION

ON: July 16, 2025

Date

BY: 

President

APPROVED BY:

AMERICAN INDUSTRIAL HYGIENE ASSOCIATION

ON: 7/22/2025

Date

BY: 

AIHA Board Designee

*Last Updated: January 2013
July 2025*