

CONSTITUTION AND BY-LAWS
Wichita Chapter
American Meteorological Society &
National Weather Association

March 2012

ARTICLE I: NAME

This organization shall be known as the Wichita Chapter of the American Meteorological Society and the National Weather Association. Hereafter in this Constitution and By-laws it will be referred to as the Chapter, the American Meteorological Society will be referred to as the Society, and the National Weather Association will be referred to as the Association.

ARTICLE II: OBJECTIVES

Primary objectives of the organization shall be to share the knowledge of atmospheric sciences with the local meteorological and scientific community. The organization will also promote weather education to the local community.

ARTICLE III: MEMBERSHIP

1. Membership in the local chapter is open to anyone interested in meteorology and its related fields and who agrees to abide by the requirements of this constitution.
2. Membership in the Society, Association or both, shall be encouraged, but not required for membership in the local Chapter.
3. The President, Vice-President, Treasurer, and Secretary must be a full member (regular or student) of the National Weather Association and the President must be a member (full, associate, or student) of the American Meteorological Society. The Vice-President, Secretary and Treasurer's membership in the Society is optional.

ARTICLE IV: OFFICERS

1. Officers shall consist of President, Vice-President, Treasurer, and Secretary.
2. Officers will normally be elected at the last meeting of the calendar year. All officers shall hold their position for one year January 1st – December 31st, and may be re-elected.
3. The President presides as the Chair at all local chapter meetings and is responsible for the ideological and financial well being of the chapter. The President has the authority to appoint committees, to act upon local chapter interests as necessary, and oversees the goals and aspirations of the active membership.
4. The Vice-President presides as the Chair in the absence of the President. The Vice-President will also assist the other Officers in the performance of their duties as needed.
5. The Treasurer serves as the administrative focal point for all chapter activities, keeps current list of the active membership, and maintains accurate financial records concerning local chapter activities. The Treasurer or designee of the Treasurer shall make a report of the financial status of the chapter at each meeting. In the absence of both the President and Vice-President, serves as the Chair at the local chapter meeting.

6. The Secretary is charged with keeping the active membership informed about chapter functions and submits reports of chapter activities to the national organizations either themselves or through the President. In the absence of the President, Vice-President, and Treasurer, serves as Chair of the local chapter meeting.
7. The active membership has the right to impeach any officer if the officer's actions or activities warrant dismissal. A majority vote by the active membership is required to dismiss a local chapter officer. This vote will be done by secret ballot.
8. Any vacated office shall be filled by action of the executive committee in accordance with the local chapter constitution.
9. The President shall report directly to the Executive Director, National Weather Association.

ARTICLE V: COMMITTEES

1. There shall be an Executive Committee and any other committees deemed necessary by the Executive Committee.
2. The Executive Committee shall consist of the retiring President and the current Chapter Officers. When the retiring President is not available, the committee will consist of the current Chapter officers.
3. There shall be Program, Membership and Publicity committees. The chairmen of these committees will consist of the Vice-President (Program Committee), Treasurer (Membership Committee), and the Secretary (Publicity Committee).
4. The Publicity Committee will file (through the President) a brief synopsis of the past years' activities to the Executive Director, National Weather Association.

ARTICLE VI: DUES

1. Dues shall be \$15.00 per year for members and \$10.00 per year for student members, due and payable throughout the calendar year.
2. Anyone who has not paid dues for the current year will be moved to non-member status until dues are paid. He/She may be reinstated as a full member upon receipt of dues.
3. Use of all dues shall be for activities of the Wichita Chapter and for the betterment of the chapter.
4. Dues will be accepted at all meetings throughout the year.
5. Dues paid at the last meeting of the year, may extend to the following dues year per executive committee's discretion.

ARTICLE VII: MEETINGS

1. Chapters shall have a minimum of six meetings each year.
2. All meetings shall be held at a location selected by the Officers
3. A minimum of four of the meetings will have a business portion, with a general time limit of 30 minutes.

ARTICLE VIII: VOTING PROCEDURES

1. All active members of the local chapter may participate in voting.
2. A quorum is defined as more than one-quarter of the active membership and must include one elected Officer.
3. A simple majority of the quorum is required for the election of officers and matters other than constitutional reform. Voting may take place by one of two methods.
 - 3a. If a quorum is present at a meeting, voting may take place at that time.
 - 3b. If a quorum is not present at a meeting, then all matters that require voting will be subject to electronic voting. Electronic voting will take place one week after the minutes for the previous meeting have been made available. After the one week waiting period, the president (or the president's designee) will post the question to all active members via electronic mail. Voting will take place within a one week window beginning with the day the question is posted. This will ensure the vote will be completed by the next meeting. Votes will be made via electronic mail directly to the president (or the president's designee). Members without electronic mail capability will have their vote forwarded by a member who does. Results of the vote will be announced at the next meeting, and by electronic mail to all active members.
 - 3c. If electronic mail vote is authorized then the President or a designee of the President shall retain copies of all electronic mail ballots for a period of one year.
 - 3d. If a quorum is not met via electronic voting the matter shall be tabled until the next meeting. No chapter business can occur without a quorum.
4. A two-thirds majority of the active membership is required for amendment of the constitution. This is almost certainly going to require an electronic mail vote. Electronic voting will take place one week after the minutes for the previous meeting have been made available. After the one week waiting period, the president (or the president's designee) will post the potential amendment to all active members via electronic mail. Voting will take place within a one week window beginning with the day the potential amendment is posted. This will ensure the vote will be completed by the next meeting. Votes will be made via electronic mail directly to the president (or the president's designee). Members without electronic mail capability will have their vote forwarded by a member who does. Results of the vote will be announced at the next meeting, and by electronic mail to all active members.
5. Nominations of active members qualified to hold Officer Positions will be accepted from the floor during the third meeting of the calendar year. A list of the nominees will be sent to all active members within ten (10) days after the close of the third meeting.
6. Election of Officers will take place during the sixth (last) meeting of the calendar year.
7. If an Officer position becomes vacant, the remaining Executive Committee members shall select a qualified active member to fill the vacancy. Three votes are required to fill a vacancy in this fashion. If no candidate receives three votes, the President shall make the selection to fill the vacancy. In either case, the member selected to fill the vacancy must be ratified by a simple majority of the quorum present at the next chapter meeting. Should the selection to the vacancy not be ratified, then an election to fill the vacancy must be held immediately.

ARTICLE IX: PARLIAMENTARY AUTHORITY

1. For all business meetings requiring a business decision “Roberts Rules of Order” will govern.
2. Expenditures of the Wichita Chapter of the American Meteorological Society and the National Weather Association less than seventy-five dollars (\$75.00) may be authorized by a majority of the Executive Committee. The Treasurer and/or President shall have authority to sign checks for these expenditures.
3. Expenditures of the Wichita Chapter of seventy-five dollars (\$75.00) or more shall require the approval of a simple majority of a quorum present.

ARTICLE IX: NONPROFIT ORGANIZATION

The Wichita Chapter of the American Meteorological Society and the National Weather Association is organized and operated exclusively for nonprofit entity, and no portion of its earnings shall be used to the benefit of any individual member.

ARTICLE X: DISSOLUTION

Upon dissolution or disbandment of this organization, all funds and properties in excess of liabilities and expenses of dissolution will be distributed as determined by a majority of the active members.

ARTICLE XI: ADOPTION

This Constitution and By-Laws shall become effective upon ratification by two-thirds of the active members at the February 27th, 2012 meeting.