

# SOCIETY FOR GERMAN-AMERICAN STUDIES

## BYLAWS

### Article I. Name and Purpose

1. The name of Society shall be the Society for German-American Studies.
2. The purpose of this Society shall be:
  - 2.1. To engage in and promote interest in the study of the history, literature, linguistics, folklore, genealogy, theater, music and other creative art forms of the German element in the Americas.
  - 2.2. To publish, produce, and present research findings and educational materials of the same as a public service.
  - 2.3. To assist researchers, teachers and students.
  - 2.4. To improve cross-cultural relations between the German-speaking countries and the Americas.

### Article II. Membership

1. Membership in the Society shall be open to all persons and organizations interested in German-American Studies.
2. Application for membership shall be made in the manner prescribed by the Membership Committee.
3. If any person being a member of the Society shall at any time be guilty of an act which is prejudicial to the Society, or to the purpose for which it was formed, such person shall be notified of his/her right to submit a written explanation of such acts within thirty days after formal notification. If the clarification is not acceptable to the Executive Committee, then at its discretion the individual's membership can be terminated.

### Article III. Officers

1. Except as otherwise required by law or provided by these Bylaws, the entire control of the Society and its affairs and property shall be vested in its Executive Committee as trustees.
2. The Executive Committee consists of the elected officers of the Society and the editors of its publications.

3. The term of office in the Society shall be for two years.
4. Officers are elected at the annual meeting.
5. The officers of the Society shall be president, first vice president, second vice president, secretary, and treasurer, all of whom are members of the Society, and are elected at the annual meeting of the members, and shall hold office for two years.
6. The duties of the officers are as follows:
  - 6.1. The president shall perform the function as the official spokesman of the Society, serve as chair of the Executive Committee, and preside over the annual meeting.
  - 6.2. The first vice president shall maintain the procedures for the annual meetings, and coordinate the annual meeting schedule.
  - 6.3. The second vice president shall coordinate the annual awards for outstanding achievement in the field of German-American Studies.
  - 6.4. The secretary shall function as the secretary of the annual meetings, and will also be the coordinator of all membership drives of the Society.
  - 6.5. The treasurer shall keep the financial records of the Society, and shall present an annual report at the annual meeting to the membership.
7. The resignation of any officer shall be tendered to the Executive Committee.
8. If any vacancy should occur the Executive Committee shall elect a member of the Society to fill such vacancy for the unexpired term of the person whom he or she replaces.
9. No organization shall serve as a member of the Executive Committee.
10. No officer shall receive directly or indirectly any salary, compensation, or emolument from the Society. The Society may, however, pay compensation to employees or agents who are not members of the Society.

#### **Article IV. Meetings**

1. The Society shall hold an annual meeting and symposium.
2. The Executive Committee shall meet at the annual meeting.
3. A quorum of any meeting of this Society shall constitute a majority of the members present.

## **Article V. Order of Business and Parliamentary Procedures**

1. Robert's Rules of Order shall be the authority followed for parliamentary procedures at all meetings of the Society.

2. The order of business at any meeting of the members of the Society shall be as follows:

- 2.1. Call to order
- 2.2. Reading of minutes of the last meeting
- 2.3. Reports of officers
- 2.4. Reports of committees
- 2.5. Unfinished business
- 2.6. Communications
- 2.7. Election and installation of officers
- 2.8. General business
- 2.9. Adjournment

3. The order of business at any meeting may be changed by a vote of the majority of the members present. A motion to change the order of business shall not be debatable.

## **Article VI. Dues and Finances**

1. The annual dues of all members are on a calendar-year basis payable in advance by 31 January. Non-payment of dues will result in a cancellation of membership.

2. The funds of the Society shall be deposited or kept with a bank or trust company. Such funds shall be disbursed upon order of such officers as may be prescribed by the Executive Committee.

3. The fiscal year shall be from January through December.

4. The amount of dues and assessments shall be set by a vote of the membership at the annual meeting, or at a special meeting called for that purpose.

## **Article VIII. Nominations and Elections**

1. The Executive Committee shall appoint an Election Committee. It is this Committee's duty to conduct the election of the officers.

2. The Election Committee shall not consist of persons who have been nominated for an office.

3. Election of officers will be at the annual meeting during the general business meeting of the membership.

4. All officers shall take office on 1 June of the year in which they were elected.

#### **Article IX. Affiliates**

1. The Executive Committee shall determine regulations pertaining to affiliate membership in the Society.

2. The Executive Committee shall have sole discretion, subject to these Bylaws, in authorizing the approval of affiliates of the Society.

#### **Article X. Committees**

1. The Executive Committee consists of the elected officers and editors of the Society.

2. The Executive Committee shall supervise the affairs of the Society and regulate its internal economy, approve expenditures and commitments, act for and carry out the established policies of the Society, and report to the membership through the president at its annual meeting. Four members of the Committee shall constitute a quorum.

3. Except as otherwise provided by these Bylaws, the president shall annually designate committees other than the Executive Committee and the Election Committee, and at the time of the appointment shall designate their chairpersons.

#### **Article XI. Publications**

1. The official publications of the Society are its quarterly *Newsletter* and its annual *Yearbook of German-American Studies*.

2. The editors of SGAS publications shall be appointed by the Executive Committee.

3. Copyright in all publications of the Society is held by the Society for German-American Studies.

#### **Article XII. Amendments**

Alterations or amendments to these Bylaws shall be considered at any meeting of the members of the Society and become effective if a majority of the members present at such meeting, either present in person, or by mail ballot, vote in favor of such change in the Bylaws, provided that notice of the proposed amendment has been mailed by the secretary to the members of the Society with provision for voting by secret mail ballot.

#### **Article XIII. Dissolution**

Upon the dissolution of the Society, the Executive Committee shall, after paying or making provision for the payment of all of the liabilities of the Society, dispose of all of the assets of the Society exclusively for the purposes of the Society in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law), as the Executive Committee shall determine.

