

**American Nuclear Society
Trinity Local Section
Rules**

As approved by the Trinity Section on new date:

William J. Flor		19 Mar 16
Trinity Section Chair, 2015-2016		Date
Kimberly Klain		3/19/2016
Trinity Section Secretary, 2015-2016		Date

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The following articles constitute the governing documents of the Section. The Bylaws are derived from the Bylaws and Rules of the American Nuclear Society and thus can only be modified by authority of the national Board of Directors. The Rules are developed and maintained by the individual Local Section and can be modified using the procedure set forth within. In the event of a conflict between the Rules and the Bylaws, the Bylaws take precedence. Regulations on Section governance (if any) imposed by the state government should be incorporated into the Rules as necessary.

RULES

R1 – NAME

1. The official name of this organization shall be the Trinity Section, Incorporated, of the AMERICAN NUCLEAR SOCIETY, Incorporated, hereinafter referred to as the Section and the Society, respectively.

R2 – OBJECTIVES

1. For the more active furtherance of the objectives of the Society in its locality, the Section shall undertake:
 - a. To encourage the public understanding of nuclear science and engineering;
 - b. To foster closer professional and personal relations among the members;
 - c. To cooperate with other scientific and professional groups having similar objectives;
 - d. To engage in such other activities as may be appropriate for the fulfillment of the objectives of the Society; and
 - e. To stimulate membership growth and participation by encouraging the creation of Branches at locations within the Section assigned area.

R3 – OBLIGATIONS TO THE SOCIETY

(omitted, see Bylaws Article B3)

R4 – MEMBERSHIP

1. The territory in which the Section may operate shall consist of the portion of the State of New Mexico which includes those cities and/or towns serviced by US Postal Zip Codes 87000 through

88199 and 88300 through 88499. The remainder of the State of New Mexico, which includes those cities and/or towns serviced by US Postal Zip Codes 88200 through 88299 (principally Roswell and Elkins in Chaves County; Artesia, Atoka, Carlsbad, Carlsbad Caverns, and Happy Valley in Eddy County; and Caprock and Tatum in Lea County) are specified by the Society to be within the territory of the Carlsbad Section.

2. Student Members of the Society within the Section territory shall be eligible for membership in the Section.
3. Student Members have the right to vote in all Section matters.
4. Section Participants have the right to vote in all Section matters.
5. All Section Participants including students are eligible to hold positions on the Executive Committee, except for the restrictions placed on Chair and Vice-Chair in Article R6.1.
6. Persons who are Emeritus Members of the Society shall also be considered as Emeritus Members of the Section upon application to the Executive Committee. Emeritus Members shall not pay Section dues.
7. Persons who have been members of the Section for ten (10) years upon retirement if not less than sixty (60) years of age, may be entitled to become Emeritus Members of the Section upon application to the Executive Committee. This membership class will maintain full voting rights and eligibility for holding office.
8. The Section may establish Branches to conduct the activities of the Section in geographical locations where there may be a cluster of Section Members or Participants. Each Branch shall report to the Section Executive Committee and is bound by the Section Bylaws and Rules.
 - a. The members of a Branch shall be members in good standing of the Section and shall have all rights and privileges thereof.
 - b. The Chair of each Branch shall be appointed by the Section's Executive Committee and shall have the same status and authority as the Chair of a Standing Committee as outlined in Article R13. Each Branch may elect other officers as necessary to conduct the business of the Branch.

R5 – DUES AND FISCAL YEAR

1. The annual dues for Section membership shall be determined by and established by the Section Executive Committee.
2. Student Members shall not be assessed Section dues.
3. Emeritus Members shall not be assessed Section dues.
4. The fiscal year of the Section shall coincide with the calendar year, so as to coincide with the fiscal year of the Society.
5. The Section shall have the right to levy special and reasonable assessments when authorized by affirmative vote of the not fewer than two-thirds (2/3) of the members present at a regular meeting properly called in accordance with Articles R8 and R9.

R6 – OFFICERS

1. The officers of the Section shall be a Chair, a Vice-Chair, a Secretary, and a Treasurer. The Vice Chair shall be designated Chair-Elect. The Chair and Vice-Chair shall hold office for one (1) year and the Secretary and the Treasurer shall hold office for three (3) years concurrently with the term of officers of the Society or until their successors are elected or appointed. The Chair and Vice Chair shall be Fellows or Members of the Society. Student members are eligible to hold officer positions with the exception of Chair and Vice Chair.
 - a. The Chair shall have supervision over the affairs of the Section, under the direction of the Executive Committee. The Chair shall preside at meetings and shall have the power to perform other duties as may be provided in these Rules or may be delegated to the office by the Executive Committee. The Chair shall be an ex-officio member of all Section committees.
 - b. The Vice Chair at the time of election shall be designated Chair-Elect. While serving, the Vice Chair shall perform the duties of the Chair in the Chair's absence or when the Chair is unable to serve, and such other duties as may be delegated to the office by the Executive Committee. The Vice Chair shall serve as Chair of the Finance Committee. At the expiration of the term of office, the Vice Chair shall automatically succeed to the office of Chair.

- c. The Secretary shall maintain a current list of members of the Section, shall keep a record of the proceedings of the Section, and shall have such other duties as may be assigned by the Executive Committee or these Rules. The Secretary shall act as custodian of the Society Bylaws and Rules and of the Section Bylaws and Rules. The Secretary shall see that a notice of each Section meeting is provided to each member of the Section not less than ten (10) days before the date of that meeting. In the absence of the Chair and Vice Chair, the Secretary shall preside at the meetings of the Section. The Secretary shall be an ex-officio member of the Program Committee.
- d. The Treasurer shall collect and disburse funds as authorized by the Executive Committee. The Treasurer shall deposit the funds of the Section in a repository approved by the Executive Committee, shall handle the financial accounting, shall present a financial report at Section meetings while in office, and shall submit the books of account to the Auditing Committee every two years or when leaving office. The Treasurer shall be responsible for filing with the Executive Director of the Society not later than February of each year an annual financial report consisting of an operating statement of income and expenses. The Treasurer shall be responsible for the preparation of an operating statement of income and expenses. The Treasurer shall be responsible for the preparation of any State or Federal income tax filing requirements. The Treasurer shall serve as a member of the Finance Committee and have such other duties as may be assigned the office by the Executive Committee. In the absence of the other officers, the Treasurer shall preside at meetings of the Section.

R7 – EXECUTIVE COMMITTEE

1. The Executive Committee shall consist of the officers of the Section, the two immediate past Chairs of the Section, the UNM Student Section President as an appointed student member to ensure a minimum student representation on the Executive Committee, and no fewer than two (2) other At-Large members of the Section, to be elected as hereinafter provided. The elected At-Large members shall have terms not to exceed three (3) years and the term designated for each shall expire concurrently with the terms of officers of the Society, and shall be such as to maintain effective continuity of experience in conducting the affairs of the Section and in performing the duties of the Committee. The Chair of the Section shall be the Chair of the Executive Committee. A quorum shall be a majority of the members of the Executive Committee. The Chairs of the Standing Committees may be invited to attend Executive Committee meetings.
2. Any vacancy among the officers or on the Executive Committee occurring during the year shall be filled by an Executive Committee appointment for the unexpired term.

3. New rules shall be adopted by affirmative vote of not fewer than two-thirds (2/3) of the members of the Executive Committee present, provided that a quorum is present and the text of the Rule has been furnished to each member of the Committee at least ten (10) days before the vote is taken. A copy of Section Rules and of any amendments shall be filed with the Executive Director of the Society.
4. Meetings of the Executive Committee may be called at any time by the Chair, or at the request of any two members of the Committee. Executive Committee meetings may also be held through telephone or video teleconference, as required, to conduct the business of the Section. Email is normally used to exchange information during the conduct of the Section's business. However, any action requiring a vote requires a quorum, generally in a meeting conducted either in person or via telephone or video teleconference. If at the Chair's discretion there are exceptional circumstances, the chair may call for a vote by email. The email vote requires a quorum of the Executive Committee to respond. Such votes must be confirmed at the next meeting for the official record. The Executive Committee should meet during the summer to plan for the next year's program.
5. Cooperative agreements with local scientific and engineering societies or with local units of such national societies shall be by action of the Executive Committee.

R8 – MEETINGS

1. Section meetings shall be held as determined by the Executive Committee at the times and places designated. The Annual Meeting of the Section shall be held in the spring, but shall not conflict with the date(s) of the Society's Annual Meeting.
2. A notice of each Section meeting shall be made available to each voting and non-voting member by the Secretary or the Secretary's delegate not less than ten (10) days before the date of that meeting.
3. On occasion, such as in preparation and conduct of National, Topical or Joint meetings, the Section may act on behalf of the Society subsequent to authorization given by the Board of Directors as prescribed in Article B3, Section 3, of the Section Bylaws.
4. The Section shall coordinate the meeting subject to the Society's approval in accordance with ANS Policy Resolutions.

R9 – QUORUM AND RULES OF ORDER

1. A quorum for the transaction of business at Section meetings shall consist of not fewer than twenty-five (25) qualified voters, or twenty percent (20%) of the voting membership, whichever is less.
2. Rules contained in Robert's Rules of Order, current edition, shall be used for interpreting the Bylaws and Rules of the Society and Section.

R10 – AMENDMENTS

1. Proposed amendments to these Rules must be endorsed by a two-thirds (2/3) vote of the Executive Committee and submitted to the Society Bylaws and Rules Committee (BRC) for review.
2. The BRC shall check for consistency with Society Bylaws and Rules and file a letter with the Section Secretary stating the results of the review. While Rule review is underway, the Section may operate according to its proposed rules.
3. The proposed amendment, as endorsed by the BRC, shall then be presented to the members of the Section for a vote. Presentation to the Section for a vote may be accomplished by mail and/or electronically. Section approval of a proposed amendment shall require the affirmative votes of no fewer than two-thirds (2/3) of the members voting and the total vote shall not be less than twenty-five percent (25%) of the total voting membership of the Section.
4. The proposed amendment shall become effective following Section approval and the Section Secretary's filing of a certified copy of the approved amendment with the Executive Director of the Society. A copy of the letter of affirmation from the BRC shall be attached to the amendment.
5. The Section Secretary shall be responsible for notifying members of amendments to the Rules as soon as possible after adoption.

R11 – DISSOLUTION

(omitted, see Section Bylaws Article B11)

R12 – ELECTION AND ELIGIBILITY

1. The Section officers (except the Chair, the two past chairs and the appointed student representative) and members of the Executive Committee shall be elected by the Section membership.
2. The Nominating Committee constituted under the provisions of these Rules shall place a list of their nominees and in addition any other nominations submitted by endorsement of not fewer than ten (10) members received in writing either by the Nominating Committee or by the Secretary in the hands of the Secretary with sufficient time to allow the Secretary to prepare and provide a ballot to each member of the Section not later than six (6) weeks before the Annual Meeting. Ballots shall be distributed to all eligible voting members either by mail and/or electronically.
3. For each elective office as noted in R12.1, at least one (1) candidate shall be named by the Nominating Committee. Each nominated candidate shall have agreed to serve if elected. The ballot shall also allow for write-in names for each office.
4. Ballots shall be returned to the Secretary to determine the eligibility of the voter and the Secretary shall turn over all accredited ballots to the Inspectors of Election. In order to be counted, they shall reach the Secretary not later than three (3) weeks before the Annual Meeting.
5. The Inspectors of Election shall be appointed by the Chair from members of the Section who are not nominees for office.
6. The Inspectors shall report the results of the election not later than two (2) weeks before the Annual Meeting to the Secretary who shall declare elected to each office the candidate receiving the largest number of votes for that office. Should a tie occur, the Section shall resolve the tie by ballot vote by electronic ballot, at the next regular meeting, or at a special meeting called in accordance with the Section Bylaws and Rules. Results should be announced to the Section membership either at or before the Annual Meeting.
7. The elected candidates shall be installed and their terms of office shall commence concurrently with the term of officers of the Society.
8. Members shall not be eligible for election to more than one office concurrently nor for more than three (3) consecutive terms to the same office. After one (1) one-year term in office, the Chair shall automatically be succeeded by the Vice Chair and shall become the Immediate Past

Chair. The two most recent past Chairs will each serve one (1) one-year term.

R13 – SECTION COMMITTEES

1. The Standing and Special Committees of the Section shall be appointed by the Section Chair, as required, to serve during the Chair's tenure of office, except as otherwise specified. Appointments of and to committees shall be reported to the Executive Committee subject to their approval, and that Committee may change the personnel of committees at any time at its discretion.
 - a. All Standing Committee Chairs shall report periodically to Executive Committee.
2. The Standing Committees may include:
 - a. Membership Committee - composed of not fewer than two (2) Section members or Participants, charged with the duty of bringing the advantages of the Section and of Society membership to the attention of qualified candidates, as required.
 - b. Program Committee - composed of not fewer than two (2) Section members or Participants, who shall be responsible for planning Section meetings and for coordinating all meetings with those of the Society and of affiliated organizations. This Committee shall be responsible for all arrangements as necessary to properly conduct the Section's meetings.
 - c. Finance Committee - composed of at least one (1) Section Member or Participant and the Treasurer, who shall have supervision over and responsibility for the financial affairs of the Section and its books of account. This Committee shall be chaired by the Section Vice Chair. This Committee shall also prepare the annual budget for presentation to the Executive Committee at the first meeting of the fiscal or activity year.
 - d. Additional Standing Committees may be created by a two-thirds (2/3) vote of the Executive Committee.
3. Special Committees:
 - a. The Special Committees shall include:
 - i. Nominating Committee - composed of not fewer than three (3) Section members or Participants who shall nominate candidates for the elective offices

and the Executive Committee.

- ii. Auditing Committee - composed of not fewer than two (2) Section members or Participants whose sole function shall be to audit the outgoing Treasurer's books of account.
 - iii. Inspectors of Election - composed of not fewer than two (2) Section members or Participants, neither of whom is a candidate for election, who shall supervise the conduct and certify the results of the annual election of the Section officers.
- b. Special committees shall be dissolved upon completion of the duties assigned to them.
 - c. At the completion of the work or purpose for which the Special Committee was created, the Chair of the Committee shall submit a report of the activity and results and/or recommendations of the Committee to the Chair of the Section.
 - d. Special Committees may be established by the Chair of the Section, subject to approval of the Executive Committee.
4. A majority of the Executive Committee shall constitute a quorum at all Committee meetings.