
Iowa Section Bylaws

Article I -- Name and Purpose

Section 1. The name of this section shall be the Iowa Section of the Mathematical Association of America.

Section 2. The purpose of the Iowa Section shall be to further the development and understanding of, and instruction in, the mathematical sciences by carrying out the purposes of the national organization within the territory defined below in Article II, Section 1.

Article II -- Membership

The membership of the Iowa Section shall be the members of Mathematical Association of America whose MAA mailing address is in Iowa, zip codes 50000-52899 , except any MAA member who is a member of this section or another section as a result of requesting the national office for assignment to a particular section not determined by MAA mailing address.

Article III -- Officers

Section 1. The officers of the Section shall be distinct Section members occupying the offices of Chair, Vice-Chair, Vice-Chair Elect, Secretary and Treasurer. The Vice-Chair Elect shall be elected annually and automatically shall become the Vice-Chair the following year for a term of one year. Similarly, the Vice-Chair shall become Chair after one year for a term of one year. The Chair cannot immediately be elected as Vice-Chair Elect after the term as Chair. The Secretary and the Treasurer shall be elected for staggered terms of three years and may serve for at most two consecutive terms. Each officer shall hold office until a successor has been duly elected and qualified.

Section 2. The Executive Committee of the Section shall consist of the officers of the Section, the Section Governor (ex-officio), and the following (also ex-officio but non-voting): Past Chair, Information Director (formerly Newsletter Editor), Competition Coordinator, and Liaison Coordinator.

Section 3. Each Section officer must be a member of the Mathematical Association of America

and of this Section.

Section 4. The officers shall be elected at the annual meeting in the Spring and shall assume office upon adjournment of this meeting.

Section 5. A slate of officers shall be nominated by a committee appointed by the Chair, but this shall not prevent other nominations being made by a member at the time of the annual meeting.

Section 6. The duties of the Section officers shall be:

- (a) The Chair shall preside at each meeting of the Section and of the Executive Committee of the Section. The Chair, in consultation with the other officers, shall appoint the Information Director, Competition Coordinator, and Liaison Coordinator.
- (b) The Vice-Chair shall be the Program Chair and be responsible for organizing the program for each Section meeting.
- (c) The Vice-Chair Elect shall either host the section meeting(s) at his or her home institution and be responsible for all local arrangements, or find another location for the section meeting(s) and work closely with a local arrangements chair there.
- (d) The Secretary shall keep minutes of the annual section business meeting and of meetings of the Executive Committee, handle the Section correspondence, manage registration and registration fees for the annual meeting, and submit an annual section report to the Committee on Sections.
- (e) The Treasurer shall receive all money paid into the Section and deposit such money in a bank to the account of the Section, and pay all bills of the Section out of the Section funds. The Treasurer shall organize a book sale to be held at the annual meeting. The Treasurer shall send the required annual financial report to the national office.
- (f) The Information Director shall gather information suitable for the Section's newsletter, publish a fall and spring Section newsletter, notify appropriate media outlets about Section activities, and keep the Section's web site up-to-date.
- (g) The Competition Coordinator shall be responsible for organizing (set date and location (s), work closely with local organizer) the annual competition; work closely with a problem writer to ensure error-free competition problems and solutions (the author will be paid a writing fee out of the competition fund); manage team registration and supervise grading of

the results.

(h) The Liaison Coordinator shall be responsible for passing on to all Section liaisons messages intended for all Section members and shall work with the national office to recruit liaisons for all Iowa's institutions.

Section 7. The Executive Committee shall conduct the affairs of the Section between meetings of the Section membership.

Section 8. If a vacancy on the Executive Committee other than the Governor should occur, the remaining officers shall fill the vacancy by appointing a member of the section to serve until the next meeting when an election can be held.

Article IV -- Meetings

Section 1. The Section shall hold an Annual Meeting in the Spring of each year.

Section 2. The Annual Meeting shall be planned by the Vice-Chair in coordination with the Vice-Chair Elect.

Section 3. A Special Meeting may be called by the Executive Committee or upon the petition of ten (10) members of the Section. The time and place of any Special Meeting shall be determined by the Executive Committee.

Section 4. Each member of the Section shall be notified in writing (including the use of e-mail) at least ten (10) days in advance of any Regular Meeting or Special Meeting of the Section.

Section 5. A quorum shall consist of those members present at any properly called meeting of the Section.

Article V -- Fees and Use of Assets

Section 1. The Executive Committee of the Section shall set the registration fee for the annual spring meeting.

Section 2. The assets of the Section shall be used exclusively to further the purposes of the Section, and in the event of the dissolution of the Section, the remaining assets will be returned to the national organization to be used for a purpose consistent with the purposes of the national organization.

Article VI -- Committees

Section 1. A nomination committee, appointed by the Chair, shall nominate a slate of officers for each election. An auditing committee, appointed by the Chair shall audit the Treasurer's books annually.

Section 2. The Chair may appoint such other committees as required, or as the members of the Iowa Section present at any properly called meeting may direct.

Article VII -- Amendments

Section 1. These Bylaws may be amended by a majority of the votes cast by the members at a Regular or Special Meeting of the Section, subject to the approval by the Board of Governors of the Mathematical Association of America.

Section 2. A proposed amendment shall be submitted in writing (including the use of e-mail) to every member of the Section at least fifteen (15) days prior to the meeting at which the voting on the amendment will take place.

Section 3. When an amendment has been approved by the members of the Section, it must be submitted to the Committee on Sections for its recommendation to the Board of Governors.

Section 4. A complete revision of this set of Bylaws will be subject to the same procedure as that for amending this set.
