

## *Seaway Section of the MAA: Bylaws*

1. The name of this section shall be the Seaway Section of The Mathematical Association of America, Inc.
2. The purpose of the Seaway Section shall be to work for the improvement of education in the mathematical sciences, especially at the collegiate level, by helping to carry out the objectives of The Mathematical Association of America.

The membership of the Seaway Section shall consist of members of The Mathematical Association of America residing in the province of Ontario, Canada (except Thunder Bay), the province of Quebec, Canada, or in areas of the state of New York having a zip code between 12000 and 12399 or between 12800 and 14999, except as this may be altered under provision of Article VI, Section 6 of the Bylaws of The Mathematical Association of America.

1. The officers of the Seaway Section shall be a Chair, a First Vice-Chair, a Second Vice-Chair, a Secretary-Treasurer, a Governor, and an Immediate Past-Chair or Chair-Elect.
2. The Executive Committee of the Seaway Section shall consist of the officers of the section.
3. Each officer of the section must be a member of the section.
4. Elections of the section shall be held at the annual spring meeting of the section. The Secretary-Treasurer shall be elected for a three-year term, with elections held in 1996 and every third year thereafter. The First Vice-Chair and Second Vice-Chair shall be elected to two-year terms, with elections for these offices being held in even-numbered and odd-numbered years, respectively. The Chair-Elect shall be elected at the same time as the First Vice-Chair; upon completion of a one-year term in this office, the Chair-Elect shall become the Chair of the Section, shall serve as Chair for a term of two years, and then shall become Immediate Past-Chair for one year, until a new Chair-Elect assumes office. For these officers, terms of office begin at the close of the annual spring meeting. The Governor of the Section is elected to and serves a three-year term in accordance with Article IV, Section 1(b) of the Bylaws of The Mathematical Association of America.
5. Candidates for section officer positions shall be nominated by a committee appointed for this purpose by the Chair and shall be announced in the section newsletter prior to the annual spring meeting. Additional candidates may be nominated by members at the time elections are held.
6. Except for the Secretary-Treasurer, no member is eligible for immediate reelection to an office having served a full term in that office.
7. The duties of the section officers shall be:
  - (a) The Chair shall preside at meetings of the section and at meetings of the Executive Committee. The Chair shall appoint committees of the section and shall be a member of each committee, ex officio, unless specifically directed otherwise by the section membership.
  - (b) The First Vice-Chair shall assume the duties of the Chair in the absense of the Chair, and shall also serve as Program Chair.
  - (c) The Second Vice-Chair shall be responsible for promoting the objectives of The Mathematical Association of America in the two-year colleges located within the geographical region of the section, and shall assist the First Vice-Chair in planning programs for section meetings.

(d) The Secretary-Treasurer shall keep minutes of official meetings of the section and of the Executive Committee, and shall maintain proper and accurate financial accounts of the section. This officer shall also have responsibility for collecting and maintaining documents, photographs, and other material of historical or archival value to the section. The Secretary-Treasurer shall notify the members of all regular and special meetings of the section, shall receive all monies paid to the section for meeting registration and other purposes, and shall pay all bills of the section.

8. The Executive Committee shall conduct the affairs of the section between meetings of the section. Except for the Section Governor, should an officer be unable to complete his or her term, the Executive Committee is empowered to appoint a member to fill the vacant position until the next scheduled election for that office.

1. The section shall hold two regular meetings per year, one in the fall and one in the spring. Each meeting shall include a session at which the business of the section shall be conducted.

2. The time and location of each regular meeting shall be designated by the Executive Committee and the program shall be planned by the Program Chair.

3. Special meetings of the section may be called by the Executive Committee, which shall be responsible for all arrangements for such meetings, including the program. Such meetings shall not be for the purpose of conducting official section business, but rather to promote the general welfare and objectives of the section.

4. A quorum at any regular meeting of the section shall consist of those members present. A quorum at a meeting of the Executive Committee shall consist of at least four of the six officers.

5. Meeting procedures shall be governed by *Robert's Rules of Order*.

1. Each member of the section may be requested to pay annual dues in an amount recommended by the Executive Committee and approved by the membership at a regular meeting of the section.

2. The assets of the Seaway 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 shall be returned to The Mathematical Association of America.

1. These bylaws may be amended by a majority vote of the members present at a regular meeting of the section, subject to approval by the Board of Governors of The Mathematical Association of America.

2. Amendments may be proposed by the Executive Committee or by a member at a regular meeting of the section. Proposed amendments shall then be published in the section newsletter prior to the regular meeting at which they will be voted on.

3. When an amendment has been approved by the section membership, it shall be sent to the Committee on Sections of The Mathematical Association of America for its recommendation to the Board of Governors.

4. A complete revision of these bylaws shall be subject to the same procedure as that for amendment of them.

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