Article I: Name and Purpose

1. The name of this Section shall be the Intermountain Section of the Mathematical Association of America (MAA).

2. The purpose of the Intermountain Section shall be to advance the mission of the MAA within the territory defined below in Article II; to offer guidance to the MAA as it forms and fulfills its mission; to provide professional development and networking activities for Section members and mathematics students in geographically accessible locations; and to promote discussion and action on issues affecting mathematics teaching, learning, and research in the region.

Article II: Membership

The membership of the Intermountain Section shall be members of the MAA whose MAA mailing addresses are in Utah and southeastern Idaho (zip codes 84000-84799, 83200-83299, 83400-83599). Exceptions may be made by the MAA Secretary at the request of the MAA members involved.

Article III: Avoiding Implicit Bias

The Intermountain Section shall make every effort to avoid implicit bias and to reflect the diversity of the Section. The Section shall ensure that its committee members, officers, invited speakers, awardees, and other leaders represent the various geographic regions, types of institutions, and diverse membership within the Section. It shall strive for balanced representation with regard to gender as well as underrepresented groups, and shall seek out nominations for any positions or awards to help achieve that balance.

Article IV: Officers

1. The officers of this Section shall be a Chair, a first viceChair, a second viceChair, a Secretary-Treasurer, a Chairelect, and an immediate past Chair (see Article IV, Section 5).

2. The non-elected, non-officers of this Section shall be a Webmaster and any other non-officer appointed by the Chair. Persons serving in these roles should not be currently serving as Section Chair or Secretary-Treasurer.

3. The Executive Committee of the Section shall consist of the officers of the Section, the non-elected, non-officers, and the Section Representative to the MAA Congress. This committee shall meet at least once annually.
4. Each Section officer must be a member of the MAA and of the Intermountain Section.

5. Officers shall be elected in the spring of each year by an electronic vote conducted by the MAA headquarters office. In years when a spring business meeting is held, the electronic vote shall occur following the spring meeting. Officers shall assume office as soon as election results are known. The Chair-elect shall be elected during even-numbered years, shall serve one year as Chair-elect, two years as Chair, and one year as immediate past Chair. The first vice Chair and second vice Chair shall serve two-year terms. The second vice Chair shall be elected in odd-numbered years. The first vice Chair shall be elected in even-numbered years. The Secretary-Treasurer shall be elected for a three-year term. In any election, tie votes shall be resolved by the nominating committee.

6. The Section Representative to the MAA Congress shall be elected by members of the Section for a three-year term to begin according to Association policy. The election shall be conducted by the MAA. A person may not serve successive terms as Section Representative.

7. No later than October 1 of each year, the Section Chair shall appoint a nominating committee consisting of three Section members, each from a different institution within the Section and at least two of whom are not current officers. A slate of nominees for the offices to be filled shall be publicized to all Section members no later than December 1. Section members may make suggestions for nominations by contacting a member of the nominating committee. In years when there is a spring business meeting, additional nominations may be made at that meeting.

8. The duties of the Section officers:

a) The duties of the Chair shall be:
   i. To preside at each meeting of the Section and of the Executive Committee of the Section.
   ii. To appoint members to each committee of the Section.

b) The duties of the first vice Chair shall be to coordinate the planning of Section meetings and to chair the program committee for each Section meeting. The first vice Chair shall assume the duties of the Chair at any Section meeting when the Chair is unable to attend.

c) The duties of the second vice Chair shall be to promote the objectives of the MAA in two-year colleges and secondary schools within the geographic area encompassed by the Section.

d) The duties of the Secretary-Treasurer shall be:
   i. To keep the minutes of business meetings of the Section and of the Executive Committee, to maintain custody of records of the Section, to handle official correspondence of the Section, and to notify the members of all Section meetings.
   ii. To collect registration fees and the subvention provided by the MAA, to take care of all monies of the Section, to maintain proper and accurate books of account of Section monies, and to pay the bills of the Section. Checks for the
expenditure of Section funds shall be signed by the Secretary-Treasurer of the Section.

iii. To submit financial reports to the MAA headquarters office and an activities report to the Committee on Sections, with both submissions timed according to Association specifications.

iv. To oversee an exhibit of MAA books at each Section meeting.

e) The duty of the Webmaster shall be to maintain the Section website and to post items of importance to the Section membership.

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

10. If a vacancy in the position of a Section officer should occur, the Executive Committee shall fill the vacancy by appointment of a member of the Section to serve until the next spring election, at which time an election by the membership of the Section can be held to fill the remainder of the vacancy (if any).

11. A quorum for the Executive Committee is no fewer than four members.

Article V: Meetings

1. The Section shall hold at least one Section meeting each year and at least one business meeting each year.

2. Section meetings shall be planned under the direction of the first viceChair.

3. The Executive Committee shall determine locations of annual Section meetings at least two years in advance.

4. A special business meeting may be called either by the Executive Committee or upon petition by 10 non-student members of the Section. Arrangements for a special business meeting shall be made by the Executive Committee or by a committee appointed for that purpose.

5. Every attempt will be made to notify every Section member, and/or post on the website, an agenda of all substantive issues to be discussed at least twenty days in advance of any regular or special business meeting of the Section.

6. A quorum shall consist of those members who are present at a properly called business meeting (or in the case of an electronic vote, those members who cast votes), but no fewer than 12 Section members.

Article VI: Use of Assets

1. Registration fees for each Section meeting shall be determined by the Executive Committee. Further, the Executive Committee may choose to ask for voluntary dues supplements to fund Section activities.
2. The assets of the Intermountain 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 MAA to be used for purposes consistent with the bylaws of that organization.

**Article VII: Committees**

1. The Section Chair, upon consultation with the Executive Committee and members in the host institution, shall appoint a program committee for each Section meeting. Program committee membership will include the Section first vice Chair (who serves as chair of the committee) and at least two Section members from the host institution.

2. The Section Chair, upon consultation with the Executive Committee, shall appoint a nominating committee annually. See Article IV, Section 7.

3. The Section Chair, upon consultation with the Executive Committee, shall appoint a three-member teaching award committee which shall solicit nominations for the Section teaching award from Section members, review those nominations, and choose from among the nominees an awardee for the year. The members of this committee should be from three different institution within the Section, and at least two of them shall not have been previous teaching award recipients.

4. Other committees or individuals may be appointed by the Section Chair, upon the advice of the Executive Committee, to serve specified purposes and for designated periods of time.

**Article VIII: Amendments**

1. These Bylaws may be amended by a two thirds majority of the votes cast at a regular or special business meeting of the Section at which a quorum is present, or by an electronic vote with a two thirds majority of votes cast (assuming that at least a quorum casts votes), subject to the approval by the MAA’s Board of Directors.

2. A proposed amendment shall be submitted to every member of the Section at least fifteen days prior to the business meeting at which the voting on the amendment will take place, or if voting takes place electronically, at least a thirty day period is required for voting.

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 MAA’s Board of Directors.

4. A complete revision of these bylaws shall be subject to all of the same procedures required for other amendments to these bylaws.