

**BYLAWS**  
of the  
**THE MIDWEST SOCIOLOGICAL SOCIETY**  
*[Last Revision: 1.1.19]*

**ARTICLE I: OFFICES AND RECORDS**

**A. Registered Office and Registered Agent.** The Society shall have and continuously maintain a registered office and registered agent. The location of the registered agent and the name of the registered agent shall be such as is determined from time to time by the Board of Directors.

**B. Records.** The Society shall keep correct and complete books and records of account and shall also keep the minutes of the proceedings of its members, Board of Directors and committees having any of the authority of the Board of Directors; and shall keep at its registered office or principal office a record giving the names and addresses of its Board of Directors and its members entitled to vote. All books and records of the Society may be inspected by any member, or their agent or attorney, for any proper purpose at any reasonable time.

**ARTICLE II: MEMBERSHIP**

**A. General.** The Midwest region includes the states of North Dakota, South Dakota, Nebraska, Kansas, Missouri, Iowa, Minnesota, Wisconsin, and Illinois, but any person employed as a sociologist, or interested in the field of sociology shall be eligible for regular membership in the Society upon payment of dues.

**B. Classes of Membership.** In addition to regular membership, there shall be the following special classes of membership:

1. **Life.** Upon retirement from professional duties and the fulfillment of such other criteria as the Board of Directors shall designate, a regular member shall be eligible for life membership. Life members shall be approved by the Board of Directors. Life members shall have all the privileges of regular members.

2. **Student Members.** Any undergraduate or graduate student at an institution of higher learning shall be eligible for student membership in the Society. Student members shall have the privileges of regular members with the exception of holding elected offices other than Student Director.

3. **Adjunct/Applied/Part-time Members.** Any person employed as a sociologist, teaching sociology, whether full time or part time is eligible for membership in the Society upon payment of dues appropriate to their membership category.

4. **Retired/Emeritus Members.** Any person previously employed as a sociologist may be eligible for membership in the Society upon payment of dues appropriate to their membership category.

5. **Unemployed Members.** Any person interested in sociology may be eligible for membership in the Society upon payment of dues appropriate to their membership category.

**C. Dues.** The annual dues for the several classes of members shall be fixed by a majority vote of the members through a mail ballot or an online ballot, upon a proposal from the Board of Directors, except that life members shall not be required to pay dues.

1. **Sustaining Member.** A regular member may become a sustaining member by paying at least double the amount of the annual dues.

2. **Joint Members.** A couple residing together may become joint members at a specially established rate. Joint members have the right to cast separate ballots in elections.

**D. Voting.** Each member shall be entitled to one vote on each matter submitted to a vote of the members. For votes held at the annual meetings, a member may vote in person or by proxy executed in writing by the member. No proxy shall be valid after eleven (11) months from the date of its execution unless otherwise provided in the proxy.

**E. Privileges of Members.** Members shall be entitled to attend and invite guests to all open program meetings of the Society; and receive such publications and reports of the Society.



## ARTICLE III: MEETINGS OF MEMBERS

**A. Annual Meetings.** Meetings of the members shall be held at such place as may be designated by resolution of the Board of Directors.

**B. Annual Business Meeting.** The annual business meeting shall be held during the annual meeting of the Society. At this meeting the officers of the Society shall report to the membership and entertain questions from the floor. A majority of the members present at the annual business meeting may place items on the agenda of that meeting, pass courtesy resolutions, and place items on the agenda of the Board of Directors.

**C. Notice.** Written or printed notice of all meetings stating the place, date or hour of meeting, and, in the case of a special meeting, the purpose or purposes for which the meeting is being called, shall be delivered not less than thirty (30) days before the date of the meeting, either in person, by mail, or by email at the direction of the President or Secretary, or the officer or person calling the meeting, to each member entitled to vote at such meeting.

**D. Waiver of Notice.** Any notice required to be given to the members under the provisions of these bylaws or the articles of incorporation may be waived, as deemed necessary, in writing by the President in consultation with the Board of Directors.

**E. Quorum.** Except as may be otherwise provided by law or the Articles of Incorporation, members holding one tenth (1/10) of the votes entitled to be cast at any meeting shall be requisite for and shall constitute a quorum for the transaction of business at all meetings of the members. Every decision of a majority of the members present at a meeting at which a quorum is present shall be valid as a corporate act except in those specific instances in which a larger vote may be required by law, or by the articles of incorporation or bylaws of the Society.

## ARTICLE IV: OFFICERS AND APPOINTED POSITIONS

### **A. General.**

**1. Officers.** The Officers of the Society shall be a President, a President-Elect, an Immediate Past-President, a Secretary, a Treasurer and a Treasurer-Designate.

**2. Appointed Positions.** The appointed positions of the Society are the Executive Director, Secretary, Treasurer, Treasurer-Designate, Media Editor, Editor of *The Sociological Quarterly*, Director of Exhibits and Advertising, and chairs of the Annual Meeting Committee (AMC), the Local Arrangements Subcommittee of the AMC, the Long Range Planning Committee, and the Publications Committee.

**3. Board of Directors of the Society.** The President, President-Elect, Immediate Past President, a Director from the following states: Illinois, Iowa, Kansas, Minnesota, Missouri, Nebraska, and Wisconsin, a Director from either North Dakota or South Dakota, two Directors-at-Large, and three Student Directors shall serve as voting members of the Board. The President Elect-Elect shall not be a member of the Board until assuming the position of President-Elect.

### **B. Selection Procedures.**

**1. President-Elect-Elect.** The President-Elect-Elect shall be elected annually by the membership and shall not be eligible for re-election. The incumbent President-Elect-Elect moves in successive years to the positions of President-elect, President and Immediate Past-President.

#### **2. Appointed Officers and Positions.**

a. The Secretary, Treasurer, Treasurer-Designate and the Media Editor shall be appointed, by the procedures specified in Article VII, Section B, for terms of three (3) years by voting members of the Board of Directors. The Treasurer and Treasurer-Designate serve 3-year non-renewable terms.

b. Chairs of the Annual Meeting Committee (AMC), the Local Arrangements Subcommittee of the AMC, the Long Range Planning Committee, and the Publications Committee shall be appointed by the President with consent of the Board the President shall appoint the Director of Exhibits and Advertising, Editor of *The Sociological Quarterly* and the chair of every standing or special committee with consent of the Board.

c. The Executive Director will be selected for employment through consent of the Board.

**C. Compensation.** No officer shall receive compensation for any services rendered to the Society in his/her capacity as such officer. Salaries and compensation of all agents and employees of the Society may be fixed, increased or decreased by the President with consent of the Board or the Executive Committee in its stead.

**D. Delegation of Authority.** The Board of Directors may from time to time delegate the functions, duties and responsibilities of any officer to any other officer given that the originally responsible officer shall be relieved of all performance expectations for such functions, duties and responsibilities.

**E. Charges and Responsibilities of the Officers of the Society.**

**1. President.** The President shall have active management of the affairs of the Society subject to the directions of the Board of Directors and shall preside at all meetings of the members and the Board of Directors. The President may execute all bonds, notes, debentures, mortgages and other contracts requiring a seal, on behalf of the Society. The President shall submit to the members annually at their business meeting a report of the status of the Society and of its activities during the preceding year and shall be responsible, in consultation with the President-Elect, for preparation of the program of the annual meeting. The President shall have such other and further duties and authority as may be prescribed elsewhere in these bylaws or from time to time by the Board of Directors.

**2. President-Elect.** The President-Elect shall act as vice-president during the year prior to becoming president and shall, perform the President's duties should the President not be able. The President-Elect shall attend the Board Meetings of the Society. The President-Elect shall, working in collaboration with the President and Executive Director, serve as chair of the program arrangements for the annual meeting. As Program Chair, the President-Elect, with the assistance of the Executive Director shall perform those duties necessary for the planning of the conference.

**3. Secretary.** The Secretary shall attend all meetings of the members and of the Board of Directors and shall record all votes taken and the minutes of all proceedings of the Society. The Secretary shall serve ex-officio on committees on which such membership is designated in these bylaws or requested by the President.

The Secretary shall have the general duties, powers and responsibilities of a secretary of a corporation and shall have and perform such other duties, authorities and responsibilities as may be prescribed by the Board of Directors or the President.

**4. Treasurer.** The Treasurer shall arrange with the Executive Director for the receiving of the dues of the members and any other monies accruing to the Society. The Treasurer shall have responsibility for the safekeeping of the funds and securities of the Society and shall keep or cause to be kept an account of all receipts, disbursements and accounting records of the Society. The Treasurer shall deposit or cause to be deposited all monies and other valuable effects in the name of the Society in such depositories as may be designated by the Board of Directors. The Treasurer shall cause the books, accounts, and financial records of the Society to be audited annually and will submit for Board acceptance a written report to the Board of Directors. The Treasurer shall prepare, and submit all documents or reports required to maintain the MSS Articles of Incorporation in collaboration with the Executive Director.

The Treasurer shall prepare and present to the Board of Directors at or before the fall Board meeting an annual budget which may be adopted as presented or modified by vote of the voting members of the Board. The Treasurer shall pay the necessary expenses accrued in the organization of the meetings of the membership and such other expenses of officers of the Society as are included in the approved budget or as may be approved in advance by the Board of Directors. In all cases, however, the maximum amount shall be determined by the Board of Directors.

The Treasurer shall monitor expenditures of the various offices of the Society in accordance with the approved budget and render to the President and the Board of Directors, whenever requested, an account of all transactions by or under the jurisdiction of the Treasurer and of the financial condition of the Society. In addition, the Treasurer shall make an annual report to the membership. The Treasurer shall serve ex-officio on committees on which such membership is designated in these bylaws or requested by the President.

**5. Treasurer-Designate.** During the 3-year, non-renewable term of the Treasurer-Designate, the Treasurer-Designate will serve as Treasurer-in-training and as chair of the Finance Committee. The Treasurer-Designate will chair the Finance Committee all three years of their term and will set the agenda for the committee in consultation with the Treasurer. The Treasurer-Designate will be the second person who holds financial agency for the MSS and will be prepared to assume the responsibilities of the Treasurer should the need arise.

**6. Immediate Past-President.** The Immediate Past-President shall serve as the representative to the American Sociological Association. attend the Board Meetings of the Society and shall assist the President, where appropriate, to ensure the efficient completion of the Society's business. The Immediate Past-President shall conduct the annual written performance appraisal of the Executive Director and provide that report to the Executive Committee and the Executive Director. The immediate Past-President shall chair the Nominations & Elections Committee.

## **F. Charges and Responsibilities of the Appointed Positions of the Society.**

**1. Director of Exhibits and Advertising.** The Director of Exhibits and Advertising works closely with the Chair of the Annual Meeting Committee (AMC), the Local Arrangements Chair, the Program Chair, the Treasurer, and the Executive Director to ensure that appropriate operational and financial arrangements are made to attract and retain exhibitors and advertisers at the annual meetings of the Society.

**2. Executive Director.** The Society will maintain an Executive Office and fund the activities of an Executive Director who is charged with supporting the officers and ongoing functions of the organization. The Executive Director may secure assistance and delegate responsibilities necessary to fulfill these duties and accomplish these goals.

**3. Media Editor.** The Media Editor arranges for the publication and dissemination of the news of the Society. It is the responsibility of the Media Editor to arrange with the Executive Director to convey to the membership activities central to the effective operation of the Society.

The Media Editor shall implement policy made by the Publications Committee or the Board of Directors of the Society.

**4. Editor of *The Sociological Quarterly*.** The Editor/s of *The Sociological Quarterly* shall arrange for the timely publication and dissemination of the official journal of the Midwest Sociological Society. The Editor shall be responsible for soliciting and receiving manuscripts for publication, for initial review of such articles, and where appropriate, disseminating these to qualified reviewers. The Editor shall be responsible for making the final decision about the publication of articles and shall transmit copy for completed issues in time to permit timely dissemination of quarterly issues, to the Publisher or Printer that has been contracted by the Publications Committee with Board approval. The Editor will appoint associate editors to assist in the completion of these responsibilities. The Editor of *TSQ* shall implement policy made by the Publications Committee or the Board of Directors of the Society.

The Editor makes regular reports to the Board upon the scholarly and financial activities, and status of *TSQ*. The Editor of *TSQ* is appointed by the President with consent of the Board upon recommendation of the Publications Committee for a 4-year, non-renewable term.

## **ARTICLE V: THE BOARD OF DIRECTORS**

**A. General.** The Board of Directors shall have power and authority according to the articles of incorporation to manage the business and affairs of the Society. All income and property of the society shall be applied exclusively for its not-for-profit purposes.

**B. Number and Voting Status of Directors.** There shall be twenty-two (22) Directors of the Society; sixteen (16) with vote.

**1. Voting Members.** The Directors of the Society with vote are the President, the President-Elect, the Immediate Past-President, a Director from the following states: Illinois, Iowa, Kansas, Minnesota, Missouri, Nebraska, and Wisconsin, a Director from either North Dakota or South Dakota, two Directors-at-Large elected from among membership residing outside the nine-state region, and three representatives of the student members.

**2. Non-voting Members.** The Secretary, Treasurer, Treasurer-Designate, Publications Chair, Long Range Planning Chair and Media Editor shall serve as Directors without vote.

**C. Election, Appointment and Terms of Directors.** Directors of the Society are selected according to the procedures, and serve the length of term, specified herein. Newly elected and appointed members of the Board of Directors take office at the close of the annual business meeting following the election, unless otherwise specified.

**1. Elected by the members.** The positions of President-Elect-Elect, State Director, and Director At-Large are elected by the membership in accordance with the procedures specified in the Article VII, Section A.

a. **President-Elect-Elect.** The President-Elect-Elect is elected from among the members of the Society. The President-Elect-Elect shall serve for a term of one year. The President-Elect-Elect serves in successive one-year terms as President-Elect, President and Immediate Past-President.

b. **State and At-Large Directors.** A State Director from each of the constituent states and two Directors-at-Large from outside the nine-state region shall be elected by the membership for three-year terms. Elections of State and At-Large Directors will be grouped as follows:

Nebraska, North Dakota/South Dakota, Wisconsin  
At-Large, Iowa, Kansas, Missouri  
At-Large, Illinois, Minnesota

2. **Student Directors.** The President-Elect of the Society will select a student Director to represent the student members of the Society. The Student Director shall serve a three-year term.

**D. Resignation and Removal.** Any member of the Board of Directors may resign at any time by giving written notice thereof to the remaining members of the Board of Directors. Such resignation shall take effect at the time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. If any Director fails to fulfill their duties or becomes ineligible for office as a Director, they may be removed from office by a three-fourths vote of the remaining directors and the position filled by the directors as specified in Article V Section E concerning vacancies.

**E. Vacancies.** The President shall recommend to the Board of Directors the name of a person to fill a vacancy caused by the death, resignation, incapacity, removal or disqualification of any officer or member of the Board of Directors or caused by the creation of a new director position, except in the case of a vacancy of a Student Director position. Such vacancy shall be filled by a majority vote of the Board of Directors and such a person so elected to fill any such vacancy shall serve for the unexpired term of the predecessor in office, and until their successor is duly elected and qualified. A member appointed because of creation of a new director position shall serve for the term for which appointed, and until a successor shall have been elected and qualified. In the case of a vacancy in the position of Student Director, the President-Elect, or President who selected the original Student Director shall select a replacement.

**F. Compensation.** No member of the Board of Directors shall receive compensation for any service performed as a member of the Board of Directors.

**G. Meetings.**

1. **Site.** All meetings of the Board of Directors may be held at any place as the Board of Directors may determine.

2. **Regular Meetings of the Board.** The Board of Directors shall hold at minimum three (3) regular meetings during the year. Those meetings shall be as follows:

a. **First Meeting of the Board.** The newly elected members of the Board of Directors, together with those continuing to serve, shall meet on the final day of the annual meeting.

b. **Second Meeting of the Board.** The Board shall hold at least one regular meeting at some other time.

c. **Third Meeting of the Board.** The third meeting of the Board of Directors shall be held prior to, or on the initial day of, the annual meeting of the Society.

3. **Special Meetings.** Special meetings of the Board of Directors may be called by the President, or upon the written request of any six (6) members of the Board of Directors, by giving fourteen (14) days' notice of such meeting of the Board of Directors, stating the time, place and purposes of any such meeting.

4. **Presiding.** The President shall serve as chair of the Board of Directors and shall call to order and conduct the meetings of the Board of Directors and the membership. In the President's absence from any meeting of the Board of Directors or membership, the President-Elect shall serve as chair. If both the President and President Elect shall be absent from any such meeting, the remaining Directors who are present shall choose a chair.

5. **Agenda.** The President shall solicit suggestions for agenda items from the membership in advance of Board and business meetings. Any business may be transacted at a regular meeting and action taken at such meetings shall be reported to the membership.

6. **Waiver of Notice.** Any notice required to be given to the members of the Board of Directors under the provisions of these bylaws (Article V, Section G) or the articles of incorporation may be waived, as deemed necessary, by a majority of the members of the Board. Attendance of any member at any meeting of the Board of Directors shall constitute a waiver of notice of such meeting except where a member attends for the express purpose, and so states at the opening of the meeting, of objecting to the transaction of any business thereat because the meeting is not lawfully called or convened.

7. **Quorum.** At all meetings of the Board of Directors, one-half or more of the voting Directors shall constitute a quorum for the transaction of business, and the act of a majority of the voting members present at any meeting at which there is a quorum, except as may be otherwise specifically provided by the articles of incorporation, or by these bylaws, shall be the act of the Board of Directors.

## ARTICLE VI: COMMITTEES

**A. General.** The Board of Directors may appoint and designate, or authorize the President to appoint and designate, such special or permanent committees, and the members thereof, as may be necessary or appropriate to properly administer the activities and programs of the society.

**B. The Executive Committee** acts on behalf of the Board between board meetings in relation to any issues on which immediate action is required. In addition, the Board may empower and request the Executive Committee to act on its behalf in completing business on which work cannot be concluded during a specified Board meeting. The Executive Committee shall report to the Board at its next meeting on all actions taken in the interim. The Committee is chaired by the President of the Society, and is comprised of the President, the President-Elect, and the Immediate Past-President. The Secretary, Treasurer and the Executive Director shall serve as non-voting ex-officio members. In addition, the Executive Committee may request any appointed or elected officer or Director of the Society to serve as a non-voting ex-officio member if their knowledge or expertise will be of assistance to the Committee.

**C. Other Standing Committees of the Society.**

The Board of Directors may appoint and designate, or authorize the President to appoint and designate, Standing Committees with continuing responsibility for the ongoing business of the Society. Members shall be appointed to them on an ongoing basis as designated in the Standard Guidelines and Procedures for committee Appointments (Article VII, Section C), unless otherwise specified in the committee charge. The charges, committee responsibilities, and committee makeup of each Standing Committee will be listed in MSS Policies and Procedures. Standing Committee information will be reviewed by the Board at least every 3 years. After each review, the Board of Directors will determine by vote to create, eliminate or revise any standing committees.

**D. Responsibilities and Charges of the Standing Committees.** Each member of a Standing Committee of the Society shall become familiar with and make every effort to execute the charge of the committee to which he/she has been appointed. In addition to the responsibilities specified in the charge, the chair of each committee shall submit an annual report in writing to the MSS President with a copy to the Executive Director.

## ARTICLE VII: ELECTION AND APPOINTMENT PROCEDURES

**A. Election of Officers and Directors of the Society.** The election of the President-Elect, the President (if necessary), the State Directors, the Director At-Large, and any other officer designated as "elected by the membership" shall be carried out according to the election procedures specified herein.

**1. Developing the Slate of Nominees.** The Nominations and Elections Committee shall solicit nominations from the membership but shall not be limited by these suggestions. The Committee chair shall make every effort to identify two candidates for each elective office that is to be filled in that year. The Nominations and Elections Committee chair shall then secure the agreement of the designated nominees to have their names placed in nomination. Each year, the committee shall submit a slate of nominees at the fall board meeting. Should any candidate refuse the nomination, alternative candidates shall be selected. Biographical information shall then be secured for each nominee.

**2. Polling the Membership.** After the fall board meeting, the Nominations and Elections Committee Chair shall send the names of nominees to the Secretary of the Society. The Secretary, in conjunction with the Executive Director, will create an online ballot that includes biographical information about the candidates. The ballot should also include a space for write-ins. Votes shall be tallied one month after the ballot is posted online for the membership to access and the candidate with the largest number of votes for each office shall be declared elected. If, however, there are fifty or more write-ins of any given name, that name shall be placed on a second ballot along with the two names originally nominated by the committee, and that ballot shall be sent to all voting members of the society. The person receiving the greatest number of votes on the second ballot shall be declared elected. After the ballots are counted, they shall be turned over to the care of the Secretary who shall maintain them in safekeeping for one year.

**3. Notification of Election.** The Secretary shall notify the successful and unsuccessful candidates of the outcome of the election and notify the President of the names of those elected. The President shall then notify the Board in writing or at its next meeting and the members at the annual business meeting of the names of those elected.

**B. Appointment of the Treasurer and Treasurer-Designate (3-year non-renewable terms); Media Editor, Secretary, Chair of the Publications Committee, and Director of Exhibits and Advertising (3-year renewable terms); Chairs of Long Range Planning and the Annual Meeting Committee (5-year renewable terms); and the Local Arrangements Chair (3-year term, with primary responsibilities concentrated in the second year).**

**1. Notification of Term Expiration.** The Executive Director shall notify the incumbent of the office in question of the impending expiration of their term one year prior to that expiration date, and, when appropriate, shall inquire whether they wish to continue in office. If the response is affirmative, the name of the incumbent shall be submitted to the Board at its next meeting, and in the absence of the officer in question, the members of the Board elected by the membership shall vote on whether to appoint the incumbent to another term. If the vote is affirmative, the incumbent shall be re-appointed by the President for another three to five year term.

**2. Solicitation of Nominations.** If the incumbent of the office in question does not seek another term, if the Board does not affirm a reappointment, or if the incumbent should resign without completing the term for which they were appointed, the membership shall be solicited for nominations. All nominees must be members in good standing of the Society.

**3. Presidential Review of Nominees.** The President, with the assistance of whatever other officers they may request, shall review applications and bring to the Board the names of one or more nominees for vote. The Board may, however, request the names of all nominees and, upon a majority vote, may place in nomination the name of any other nominee.

**4. Selection and Notification.** The nominee or nominees submitted by the President shall be voted on by all voting members of the Board. The person thus selected for office shall be notified by the President and shall take office at the expiration of the current term, or if the office has been prematurely vacated, as soon as possible.

**C. Standard Guidelines and Procedures for Committee Appointments.** With the exception of committees for which alternative procedures are specifically provided in the committee charge, the *Standard Guidelines and Procedures for Committee Appointments* specified herein shall be used for appointment of committee members and committee chairs.

**1. Procedures for Selection**

a. ***Solicitation of Nominations.*** The membership shall be solicited for nominations and shall be encouraged to submit their own or the names of other members of the Society.

b. ***Appointments.*** Committee members shall be appointed by the President with consent of the Board at its fall meeting. The President may choose to present the Board with a slate of proposed committee members or may ask the Board to assist in the selection of appointees. While encouraged to consider submitted nominations, any member of the Society is eligible for appointment. The Board may approve a list of appointees in priority order for each committee, such that should some approved appointees be ineligible or unavailable to serve, the President may approach alternates without seeking additional approval of the Board.

c. ***Eligibility and Agreement to Serve.*** The Executive Office shall check to ensure that all committee nominees are members in good standing of the Society. The Executive Director shall be responsible for securing the agreement of nominated committee members, chairs and chairs-elect to serve.

d. ***Notification of Appointment.*** The Executive Director shall notify the newly appointed committee members, chairs and chairs-elect of their appointment no later than December 30.

**2. Committee Composition.** Unless otherwise specified in the committee charge, committee members shall be selected with the following guidelines in mind:

a. ***MSS Membership.*** Any person appointed as a member of a standing committee shall be a member in good standing of the Midwest Sociological Society. It is the responsibility of the Executive Office to check all selected committee members to ensure that they meet this criterion.

b. ***Size.*** Committee size generally shall be 6 to 9 members. However, the Board may choose to appoint fewer or more members to any committee as it deems appropriate.

c. ***Representativeness.*** The President and the Board shall, when practical, seek to make the overall committee structure, and to the extent possible and appropriate, individual committees, broadly representative of the membership of the Society in terms of regional distribution, gender, minority status, students (each committee should include at least one student), non-academic and academic affiliations of members, and types of academic institutions (2-year, 4-year, graduate).



**3. Terms of Office.** The following guidelines apply to all Midwest Sociological Society standing committees unless otherwise specified in the committee charge. The term of office to which committee members will generally be appointed is three (3) years, with one-third of the members being appointed each year in order to provide continuity in the conduct of the Committee's business. Committee Chairs and Chairs-Elect generally are appointed for one-year (1) terms but may be appointed for longer terms at the request of the committee or at the discretion of the Board.

Committee Chairs and members are appointed at the Fall Board Meeting and assume their positions at the business session of the MSS Annual meeting following the appointment.

## ARTICLE VIII: MISCELLANEOUS

**A. Custodian of Securities.** The Board of Directors may from time to time appoint one or more banks or trust companies to act for reasonable compensation as custodian of all securities and other valuables owned by the Society, and to exercise in respect thereof such powers as may be conferred by the Board of Directors. The Board of Directors may remove any such custodian at any time.

**B. Depositories and Checks.** The monies of the Society shall be deposited in such manner, in such banks or trust companies and may be withdrawn in such manner as the Board of Directors may direct or designate.

**C. Bond.** Any officer or employee handling money or securities of the Society shall be bonded at the Society's expense in such amount as may be determined by the Board of Directors.

**D. General Financial Responsibilities.** The Board of Directors is responsible for setting and implementing all financial policies of the Society as indicated in Article V, Section A. These include, but are not confined to, the appropriation and expenditure of Society funds and assets, the creation and management of Society special funds, and setting of registration fees for annual meetings.

**E. Fiscal Year.** The fiscal year of the Society shall be such as may be designated from time to time by the Board of Directors.

**F. Audit.** The accounts of the Society shall be audited each year by a professional accountant in accordance with Article IV, Section E.4.

**G. Publications.** The Midwest Sociological Society will publish an official journal, *The Sociological Quarterly*. Any additional official publication of the Society must receive the approval of the Board of Directors.

**H. Archives.** The Midwest Sociological Society Collection is held at the State Historical Society of Iowa Library at Iowa City, Iowa. The Executive Office has the responsibility of depositing appropriate materials, including all publications of the Society, with the curator of the collection.

## ARTICLE IX: AMENDMENTS TO THE BYLAWS

The bylaws of the Society may be amended in either of the following ways: (1) by a vote of two-thirds of the members present at the annual Business meeting, provided that the membership has been notified of such proposed amendment at least one month prior to the annual meeting; or (2) by a majority vote of those responding to a written ballot (either mailed or online) at any time on the initiative of the Board of Directors to all voting members. The ballots shall not be counted, however, until one month after the date on which they are mailed to the membership or posted online.

## ARTICLE X: CODE OF ETHICS

The Midwest Sociological Society has adopted and adheres to the American Sociological Association Code of Ethics as adopted by the members of the ASA. The American Sociological Association's Code of Ethics sets forth the principles and ethical standards that underlie sociologists' professional responsibilities and conduct. These principles and standards should be used as guidelines when examining everyday professional activities. They constitute normative statements for sociologists and provide guidance on issues that sociologists may encounter in their professional work.