

# EASTERN NORTH CAROLINA SECTION AMERICAN INSTITUTE OF CHEMICAL ENGINEERS



## BYLAWS

### ARTICLE I

#### NAME, LOCATION AND OBJECTIVES

Section 1. The name of this organization shall be "The Eastern North Carolina Section of the American Institute of Chemical Engineers."

Section 2. The Headquarters of the Section will be located in the City of Raleigh.

Section 3. The objectives of the Section shall be: (1) the advancement of the profession of chemical engineering and maintenance of high professional standards among its members; (2) the formation of closer professional and personal relations among the members; (3) the furtherance of the aims and purposes of the American Institute of Chemical Engineers; and (4) the promotion of cordial and helpful relations with the faculties and students of nearby institutions giving courses in chemical engineering.

### ARTICLE II

#### OBLIGATIONS TO THE AMERICAN INSTITUTE OF CHEMICAL ENGINEERS

Section 1. The activities of the Section and its members are subject to the provisions of the Constitution, Code of Ethics, and By-Laws of the American Institute of Chemical Engineers.

Section 2. The Section shall not have authority to act for or in the name of the American Institute of Chemical Engineers and shall not incur any financial obligation in the name of the American Institute of Chemical Engineers.

### ARTICLE III

#### BOUNDARIES

Section 1. The boundaries of the Section shall be as approved by the Council of the American Institute of Chemical Engineers. The Section shall include the following counties: Alamance, Beaufort, Craven, Cumberland, Duplin, Durham, Edgecombe, Franklin, Granville, Greene, Guilford, Harnett, Johnston, Jones, Lee, Lenoir, Nash, Orange, Pitt, Pamlico, Randolph, Sampson, Wake, Wayne and Wilson.



## ARTICLE IV

### MEMBERSHIPS

Section 1. The membership of Sections may include, subject to requirements hereinafter stipulated, FELLOWS, MEMBERS, ASSOCIATE MEMBERS, AFFILIATES, AND STUDENT MEMBERS of the American Institute of Chemical Engineers residing or engaged in business in the district covered by the Section, as approved by the Council of the American Institute of Chemical Engineers.

Section 2. MEMBERS of the Section shall be those persons who are FELLOWS, MEMBERS, ASSOCIATE MEMBERS, or AFFILIATES of the American Institute of Chemical Engineers desiring to be connected with the Local Section.

Section 3. LOCAL MEMBERS of the Eastern North Carolina Section shall be those persons who are not FELLOWS, MEMBERS, ASSOCIATE MEMBERS, or AFFILIATES of the American Institute of Chemical Engineers, but who desire to be connected with the Local Section. They shall be entitled to all rights and privileges of the Section except that of voting and holding office, and shall pay standard Local Section dues. Non-member chemical engineers may become Local Members of the Eastern North Carolina Section for a period not to exceed two years. During this period, it is expected that Local Members will apply for one of the grades of membership in the American Institute of Chemical Engineers. Nothing in this bylaw shall be construed to prevent members from bringing non-member guests to meetings of the Eastern North Carolina Section.

Section 4. STUDENT MEMBERS of the American Institute of Chemical Engineers shall be non-dues paying LOCAL MEMBERS of the Local Section.

Section 5. STUDENT MEMBERS and LOCAL MEMBERS may not hold office in the Eastern North Carolina Section.

Section 6. Any member of the American Institute of Chemical Engineers residing and engaged outside of the boundaries of the Section who desires to affiliate with the Section shall be eligible for membership and may become a member of the Section by application in writing to the Secretary of the Section.

## ARTICLE V

### DUES

Section 1. The dues for members of the Section shall be \$3.50 per year, payable by January 31 for the current year, payable to the Treasurer, or may be paid in conjunction with payment of dues to the American Institute of Chemical Engineers; all regulations regarding payment of dues shall be made by the Executive Committee.

Section 2. Members joining the Section after January 31 shall pay one-half the annual dues for that year.



Section 3. Upon the dissolution of the Eastern North Carolina Section, any assets of the Eastern North Carolina Section remaining thereafter shall be conveyed to such organization then existent, within or without the territory of the Section, dedicated to the perpetuation of objects similar to those of the American Institute of Chemical Engineers so long as whichever organization is selected by the governing body of the Section at the time of dissolution shall be exempt under Section 501(c)(3) of the Internal Revenue Code of 1954 as amended or under such successor provision of the Code as may be in effect at the time of the Section's dissolution.

## ARTICLE VI

### OFFICERS

Section 1. The officers of the Section shall be a Chairman, a Vice Chairman, a Secretary and Treasurer, who together with a number of other members of the Section, such that a fair regional representation exists, shall constitute the Executive Committee. The retiring chairman of the Section shall automatically become a member of the Executive Committee for one year. All officers must be FELLOWS, MEMBERS, ASSOCIATE MEMBERS, or AFFILIATES of the American Institute of Chemical Engineers.

Section 2. The Chairman, or in his absence, the Vice Chairman, or in his absence, the Secretary, or in his absence, the Treasurer, shall preside at all meetings of the Section.

Section 3. The Secretary shall keep a record of the proceedings of the Section. He shall, under direction of the Chairman, issue notices of meetings to the members. Immediately after the Annual Meeting, he shall make a report to the Secretary of the American Institute of Chemical Engineers outlining the activities of the Section during the year.

Section 4. The treasurer shall be charged with the collection and disbursement of funds authorized by the Executive Committee. At the first Section meeting of each fiscal year, he shall present a financial report. The fiscal year shall start July 1.

## ARTICLE VII

### COMMITTEES

Section 1. There shall be an Executive Committee consisting of the Officers of the Section and the past Chairman. This Committee shall meet at the call of the Chairman of the Section, who shall serve as Chairman of the Executive Committee. The Executive Committee shall be charged with the regular business of the Section. A summary of its meetings shall be included in the next meeting notice to be sent out.

Section 2. There shall be a Program Committee of which the Vice Chairman of the Section will serve as Chairman.

Section 3. Such other committees as may be required shall be appointed by the Chairman with the approval of the Executive Committee.

Section 4. A publicity Chairman will be appointed by the Executive Committee and is charged with the responsibility of reporting each meeting to CEP and other suitable news media.

## ARTICLE VIII

### MEETINGS

Section 1. There shall be at least five meetings of the Section each year, one of which shall be the Annual Meeting, to be held in April or May. The Executive Committee shall determine the date and place of meetings.

Section 2. The Secretary shall send a notice of the meetings to all members at least one week in advance of such meetings.

Section 3. A quorum shall consist of ten per cent of the enrolled members of the Section.

## ARTICLE IX

### ELECTIONS

Section 1. All officers of the Section shall be elected by ballot at the Annual Meeting, or by mail ballot under conditions prescribed by the Executive Committee, and shall take office effective July 1 following their election. The retiring Chairman of the Section shall automatically become a member of the Executive Committee for one year. Officers and members of the Executive Committee shall hold office for one year, or until their successors are elected or appointed and take office. Immediately after the annual election, the incoming Secretary of the Section shall forward the name of the newly elected officers to the Secretary of the American Institute of Chemical Engineers.

Section 2. Should a vacancy occur in any office, the Executive Committee shall appoint some member of the Section to fill the unexpired term.

Section 3. No member shall be eligible to election to more than one office at any time.



## ARTICLE X

### ORDER OF BUSINESS

Section 1. The business of the Section shall be transacted according to "Roberts' Rules of Order." Ordinarily the business of the Section shall be transacted at the meetings as follows: Reading of Minutes, Reports of Officers and Committees, Unfinished Business, New Business, Election of Officers in April or May, Adjournment. Business of general interest will be transacted briefly during the regular meeting.

## ARTICLE XI

### AMENDMENTS

Section 1. These Bylaws, with the exception of Article II, may be amended at any meeting by an affirmative vote of not less than two-thirds of the MEMBERS of the Section voting provided that notice of the intended change in Bylaws has been sent to MEMBERS of the Section at least two weeks prior to the meeting; or by a mail ballot affirmation vote of not less than two-thirds of the members, under conditions approved by the Executive Committee, and subsequent approval by the Council of the American Institute of Chemical Engineers.