

**BYLAWS  
OF THE SAN FRANCISCO SECTION  
OF THE ELECTROCHEMICAL SOCIETY**

**ARTICLE I.**

*Name*

The name of this Section shall be the San Francisco Section of The Electrochemical Society (ECS).

**ARTICLE II.**

*Purpose*

The purpose of this Section shall be to provide members of ECS in the San Francisco area with opportunities for meeting together for mutual benefit and to advance the purpose of ECS in the San Francisco area.

**ARTICLE III.**

*Members*

Section 1. The members of this Section shall be those members of ECS in good standing who have mailing addresses within the geographic boundaries of the Section, as determined by the ECS Board of Directors, or have registered their desire to be members of the Section with the Society Headquarters.

Section 2. The annual Section dues shall be no more than \$5 dollars US, payable annually with the Society membership renewal.

**ARTICLE IV.**

*Officers and Executive Committee Members*

Section 1. The officers of the Section shall be a Chair, a First and Second Vice-Chair, a Recording and an Announcement Secretary, and a Treasurer. These officers shall be members of the Section in good standing and shall perform the duties prescribed by the Bylaws of ECS, by these bylaws, and by the parliamentary authority adopted by the Section.

Section 2. The officers of the Section, the immediate Past Chair of the Section, at least two members-at-large, and a Section representative to the Individual Membership Committee of ECS shall constitute the Executive Committee of the Section.

Section 3. Officer candidates shall be selected by the Nominating Committee (see Article VII, *Committees*) from among the members of the Section in good standing. The Committee shall report its nominations at the Annual Section Business Meeting. At the Annual Section Business Meeting, prior to any elections, additional nominations either by petition signed by five members of the Section or from the floor shall be permitted, provided they are accompanied by acceptance of nomination from each candidate.

Section 4. The officers and members-at-large of the Executive Committee shall be elected by a favorable vote of a majority of those present at the Annual Section Business Meeting or a favorable vote of the majority of those replying within the allotted time to a ballot sent to all active, voting members of the Section. The term of office shall be for two years or until their successors

have been qualified. Their term of office shall begin at 0800h ET US on January 1<sup>st</sup> of the calendar year following the election.

Section 5. Upon assuming office, the Section Chair shall appoint, with Executive Committee approval, a member of the Section to serve as the Section representative to the Individual Membership Committee meetings which occur during the ECS biannual meetings. Therefore, the selected member should be able to attend the biannual meetings. A member of the Executive Committee may attend the IM committee meeting in the event that the IM committee representative is unable to do so. The appointment is for a two year term.

Section 6. Only the offices of Secretary and Treasurer may be held by the same person, and only the Chair shall not be eligible to serve consecutive terms in the same office.

Section 7. In the event of a vacancy in the office of Chair, the Vice Chair shall succeed to this office for the remainder of the term. Other vacancies on the Executive Committee shall be filled by appointment by the Chair, subject to the approval of the Executive Committee.

## **ARTICLE V.**

### *Meetings*

Section 1. The Annual Business Meeting of the Section shall be held between April 1 and August 1 unless otherwise ordered by the Section or the Executive Committee and shall be for the purpose of receiving reports of officers and committees; nominating and/or electing officers and members at large of the Executive Committee; and transacting any other business that may arise.

Section 2. If the Executive Committee deems necessary, the Annual Section Business Meeting may be replaced by a questionnaire of section business matters mailed (either paper or electronically) to all active members of the Section. Any subject matter shall be approved by a vote of two-thirds support of received replies.

Section 3. Special Section Business Meetings can be called by the Chair or by the Executive Committee and shall be called upon the written request of 10 members of the Section. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least ten days notice shall be given to all members of the Section.

Section 4. Ten percent of all members of the Section shall constitute a quorum, to a minimum of 5 persons (for sections with membership with fewer than or equal to 50 members), and maximum of 10 persons (for sections with membership equal to or exceeding 100 members).

Section 5. Other meetings may be called at such times and places as the Executive Committee shall deem necessary.

Section 6. Notice of the time, place, and purpose of all Section Meetings shall be sent to all Section Members at least ten days in advance.

## **ARTICLE VI.**

### *Executive Committee*

Section 1. The Executive Committee shall have general supervision of the affairs of the Section between its business meetings, shall be responsible for the planning, organization, and

execution of the technical programs and publications sponsored by the Section; shall make recommendations to the Section; and, through its representative to the Individual Membership Committee meetings at the Society's biannual meetings, to ECS; and shall perform such other duties as are specified in these bylaws. The Executive Committee shall be subject to the orders of the Section, and none of its acts shall conflict with action taken by the Section or by ECS.

Section 2. The Executive Committee shall hold regular meetings throughout the year to conduct Section business, including within one month of assuming office, before the Section Annual Meeting and before each ECS biannual meeting. Special meetings of the Committee can be called by the Chair and shall be called upon the written request of a majority of the members of the Executive Committee.

## **ARTICLE VII.**

### *Committees*

Section 1. The Section Chair, after taking office, shall appoint, with Executive Committee approval, a Nominating Committee consisting of three (3) Section members in good standing whose duty it shall be to (a) nominate at least one candidate for each of the offices of the Section (Chair, Vice-Chair, Secretary, Treasurer and at least two Members-at-Large) in a year when elections will take place, (b) secure the acceptance of the nomination from each candidate, and (c) report, in writing, to the Chair and Secretary of the Section prior to the Annual Section Business Meeting in the year the election will occur.

Section 2. Upon assuming office, the Section Chair shall appoint, with Executive Committee approval, an Auditing Committee consisting of three members of the Section in good standing, to serve two year terms. One of these members shall be selected to serve as committee chair. The outgoing treasurer should not be a member of this committee. The Auditing Committee shall be responsible for (a) conducting an audit of the Section Treasurer's accounts at the close of each fiscal year, which shall begin on January 1, (b) to report in writing to the Section Executive Committee the findings of the audit, and (c) to insure that the Section Treasurer provides the Section's annual calendar financial reports (and other materials requested by ECS) to the Society Treasurer and ECS headquarters Director of Finance in Pennington, NJ, USA by February 15.

Section 3. If applicable, an Award Committee for each Section Award shall be appointed by the Section Chair in accordance with the award rules. Each committee shall be comprised of at least three members (including a chair) of the Section in good standing. The committee(s) will be responsible for selecting an award recipient and reporting the selected candidate to the Executive Committee, as per the selection guidelines and procedures established for the award. Once the recipient is approved by the Section Executive Committee, the Award Chair or the Section Chair must notify the ECS Honors & Awards Chair and ECS Executive Director.

Section 4. Other standing or special committees shall be appointed by the Chair from time to time as the Section or the Executive Committee deems necessary to carry on the work of the Section.

## **ARTICLE VIII.**

### *Parliamentary Authority*

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Section in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Section may adopt.

**ARTICLE IX.**  
*Amendment of Bylaws*

Section 1. These bylaws can be amended, subject to approval by the ECS Individual Membership Committee and the Board of Directors of ECS, at the Annual Business Meeting of the Section by a two-thirds vote, provided that the amendment and notice of the vote have been distributed to all members of the Section, or by a two-thirds vote of those responding within the allotted timeframe to a ballot authorized by the Executive Committee and sent to all voting members of the Section.

Section 2. The ECS Individual Membership Committee, subject to approval of the ECS Board of Directors, may make procedural changes to Section Bylaws to streamline and improve the overall functioning of ECS Sections.

Section 3. Amendments to these bylaws become effective on approval by the Board of Directors of ECS.

*Revisions approved by the ECS Board of Directors October 13, 2011.*