

## BY-LAWS OF THE VIRGINIA ASSOCIATION OF ECONOMISTS

### ARTICLE I. Membership

1. **Rights of Membership.** All members shall have the right to vote and hold office. Each member is entitled to receive as they appear, all newsletters, reports and other publications of the Association.
2. **Fees.** No dues shall be charged, but a nominal registration fee, as determined by the Board of Directors, shall be collected at the annual meeting. The monies thus collected shall be held by the Treasurer of the Association and disbursed as authorized by the Board of Directors.

### ARTICLE II. Officers and their Election

1. **Elective Officers.** The Association shall have the following elective officers: A President, a President-elect, and six elected members of the Board of Directors. The terms of office of the President and President-elect shall be for one year. The terms of office of the other elective officers shall be two years and shall be staggered. The President-elect in any year shall succeed to the presidency in the following year. All officers may be re-elected to no more than two successive terms except the President and President-elect who shall be limited to one term in each of these offices. Each term shall begin at the close of the annual meeting.
2. **Method of Election.** Elective officers shall be chosen through election to be held during the annual business meeting. Each registered member shall be entitled to vote. The results of the election shall be certified and announced by the Secretary at the annual meeting.
3. **Appointive Officers.** The Association shall have the following appointive officers who shall be recommended by the President and approved by the Board of Directors: A Secretary, A Treasurer, and a Publications Editor. The terms of office of each of these officers shall be three years beginning at the close of the annual business meeting.
4. **Line of Succession.** In the event of disability or resignation of the President, the President-elect shall accede automatically to the presidency. In the event of the inability of the President-elect to serve, the Board of Directors shall fill the two vacancies from among its number.

### ARTICLE III. Duties of Officers

1. **President.** The President of the Association shall preside at all meetings of the Association and of the Board of Directors and shall have the authority to call meetings of the Board.

2. **President-elect.** The President-elect shall develop the program for the Association for the year that the officer shall become President and prepare a budget for review and approval of the Board.
3. **Secretary.** The Secretary shall keep all records of the Association except financial; distribute and receive ballots for election of officers and perform such other duties as the Board may assign.
4. **Treasurer.** The Treasurer shall receive and have custody of all funds and other assets of the Association, subject to the policies of the Board; maintain records of all financial transactions of the Association and prepare the annual financial report to the membership and such tax returns as may be required by law, and make all disbursements authorized by the Board.
5. **Publications Editor.** The Publications Editor shall be responsible for maintaining the membership rolls and for compilation and issuance of all publications established by the Board and in accordance with the policies established by the Board.

#### ARTICLE IV. Board of Directors and Committees

1. **Board of Directors.**
  - a. The Board of Directors shall consist of the President, the President-elect, the Secretary, the Treasurer, the Publications Editor, the Immediate Past President and the six elected members of the Board, provided the Secretary, the Treasurer and the Publications Editor shall not be entitled to vote in Board meetings.
  - b. The Board shall have the control and management of the funds and assets of the Association. It may fill vacancies in the list of officers and may adopt rules or resolutions for the conduct of its business not inconsistent with the Charter and these Bylaws or with rules adopted at annual meetings. It shall act as a committee on time and place of annual and special meetings, establish the annual registration fees, and perform such other duties as the Association shall delegate to it. A quorum shall consist of a majority of the voting members. Minutes of its meetings shall be maintained and distributed to all members of the Board and to the membership at the annual meetings.
2. **Standing Committees.** The Association shall have the following standing committees: Executive Committee, Nominating Committee, Elections Committee, Program Committee, and Membership Committee. Expenditures by any committee on behalf of and in the name of the Association shall be limited to those items or services authorized and the amount approved by the Board in the annual budget.

- a. **Executive Committee.** The Executive Committee shall consist of the President, the President-elect, the Secretary, the Treasurer, and the immediate Past President, provided the Secretary and the Treasurer shall not be entitled to vote in Executive Committee meetings. The President shall serve as Chairperson. A majority of the voting members shall constitute a quorum. The Committee shall have such powers as may be expressly delegated to it by the Board and such powers shall be set forth upon the minutes of the Board. The Committee shall keep an accurate record of its actions and submit a report of its actions at each Board meeting.
- b. **Nominating Committee.** Before October 1 of each year, the President shall appoint the Nominating Committee for the following year. This Committee shall consist of a past officer as Chairperson and no fewer than two other members of the Association. The names of the Committee shall be published to the membership together with an invitation to the general membership that suggestions of nominees for the various offices other than the presidency be sent to the Chairperson of the Committee. The Nominating Committee shall present to the Secretary at least four weeks before the annual meeting, a report containing the nominee for the President-elect and five nominees for the three positions on the Board of Directors together with biographical sketches of each nominee and shall advise the President-elect when the report has been so made. All nominees shall be members of the Association. The Secretary shall prepare the ballot on which shall be provided in addition to the official slate, space for each office for the individual voter's alternative choice when such name is placed in nomination from the floor.
- c. **Election Committee.** The Election Committee shall be chaired by the Secretary who shall appoint at least two other members to distribute and count the ballots in accordance with the procedures determined by the Board of Directors and prepare a written report certifying the election of the successful candidates for presentation at the annual meeting.
- d. **Program Committee.** The Program Committee shall consist of the President-elect as Chairperson and at least two members of the Board of Directors. The Committee shall plan and carry out the program for the annual meeting.
- e. **Membership Committee.** The Membership Committee shall be chaired by the Publications Editor; the Treasurer shall be an ex-officio member of the Committee. The Chairperson shall select other Committee members to carry out the responsibilities of the Committee. This Committee shall take appropriate steps to inform prospective members of the activities of the Association and solicit their membership.

- f. **Other Committees.** The President and the Board of Directors may from time to time establish such other committees as may be deemed necessary.

#### ARTICLE V. Meetings

1. **Annual Meeting.** The annual meeting shall be held during the period March 15-April 30 of each year, the specific date(s) and place shall be determined by the Board. Written notice of such time and place shall be given to each member of the Association at least 30 days prior to such a meeting.
2. **Special Meetings.** The Board of Directors shall approve the date(s) and place of any special meeting. Written notice of the time and place shall be given to each member of the Association at least 30 days prior to such meeting.

#### ARTICLE VI. Parliamentary Rules

The rules contained in Robert's Rules of Order (Newly Revised) shall govern the Association in all cases which are applicable and in which they are not inconsistent with these Bylaws of the Association.

#### ARTICLE VII. Provisions for Amendments

These articles may be amended by a two-thirds majority of those present at any regular or special meeting of the Association, or of those responding to mailed ballots. Twenty-five percent of the members shall constitute a quorum or if voting is by mail, a voting electorate for the purpose of amendment.

[Revised December 1984.]