

**MORMON SOCIAL SCIENCE ASSOCIATION  
BY-LAWS**

April 2007

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**By-Law I: Membership**

- Sec. 1 Any person with an interest in the study of the social, cultural, or religious life of Mormons shall be eligible for membership.
- Sec. 2 The rights and privileges of all members shall be the same.
- Sec. 3 The membership year shall coincide with the calendar year. Upon payment of the annual dues, a person becomes a member. Persons joining during a membership year shall receive all subsequent newsletters published by the Association during the year.
- Sec. 4 Dues shall be payable in advance of January 1 for the ensuing calendar year. Advance payment of dues shall be limited to a maximum of three years. The first dues notice shall be sent with the Fall newsletter. A second notice shall be sent with the Spring newsletter. Upon failure to pay annual dues by December 31, the privileges of membership in the Association shall be suspended, and membership shall be terminated on December 31 of the following year. Full privileges of membership shall be reinstated upon payment of dues for the current calendar year.

**By-Law II: Meetings of Membership**

- Sec. 1 There shall be an annual meeting of the Association at a time set by the Board of Directors.
- Sec. 2 A call to the annual meeting shall be issued by the Board of Directors to all members in the Spring newsletter.
- Sec. 3 Business at meetings of the Association shall be conducted by the majority decisions of those members present.
- Sec. 4 A secret ballot shall be used on issues where the chair rules for propriety's sake.
- Sec. 5 At the annual meeting, a report of work done during the year and a financial report shall be presented by the officers.

**By-Law III: Officers and Board of Directors**

- Sec. 1 The officers of the Association shall be a president and a secretary/treasurer.
- Sec. 2 The president, president-elect, immediate past president, secretary/treasurer, and elected directors-at-large shall constitute a Board of Directors. Officers of the Association shall

comprise an executive committee of the board between its meetings. The number of directors-at-large may be increased or reduced by a majority vote of the members present at any annual meeting.

- Sec. 3 There shall be an election of officers as follows:
- The president-elect shall be elected in odd numbered years, as in 1995, 1997, etc. for a two-year term. After serving as president-elect for two years, this person shall succeed to the office of president for a two-year term and subsequently to the office of past president for a two-year term.
  - The secretary/treasurer shall be elected for a two-year term in odd numbered years.
  - The president and president-elect may not be elected to two consecutive terms in the same office, but persons appointed to complete an unexpired term of office may be elected to a full term immediately upon their completion of the partial term.
  - The secretary/treasurer may serve an unlimited number of consecutive terms.
- Sec. 4 Two directors-at-large shall be elected in odd-numbered years for a two-year term. Directors-at-large may be elected for a second consecutive term, but not for a third.
- Sec. 5 The editor of the Association's newsletter shall be appointed by the Board of Directors for a three-year term. The editor may serve an unlimited number of consecutive terms.
- Sec. 6 Vacancies of unexpired terms shall be filled by appointment by the Board of Directors. Positions for which no nominations are received may be filled by appointment by the Board of Directors, subject to confirmation by the membership at the next annual meeting.
- Sec. 7 The Board of Directors shall meet at least once a year, normally at the time of the annual meeting. Additional meetings shall be held as appropriate. Its business may also be conducted by correspondence or other communications media appropriate to the tasks involved. A minimum of four board members shall constitute a quorum.

#### **By-Law IV: Duties of Officers and Board of Directors**

- Sec. 1 The president shall symbolize the Association's commitment to the study of Mormon life, shall oversee the implementation of the Association's goals, and shall provide leadership to strengthen the Association.
- Sec. 2 The president's duties shall include, but not be limited to, the following:
- presiding at all annual and board meetings of the Association;
  - publishing the Association's newsletter;
  - arranging all board meetings;
  - coordinating the annual meeting with SSSR's executive secretary;
  - conducting the Association's bi-annual election;
  - acting as a liaison with other professional associations and societies; and
  - presenting a report of Association activities at the annual meeting.

- Sec. 3 The past president shall serve as acting president during both years of his or her term and shall perform, as acting president, any functions assigned to the office of president that the president is unable to perform. In the event the past president is unable to execute these duties, they shall devolve upon the president-elect.
- Sec. 4 The secretary/treasurer's duties shall include, but not be limited to, the following:
- taking and maintaining the official minutes of all annual and board meetings of the Association;
  - conducting an annual membership drive;
  - exercising general oversight responsibility for the financial policies and practices of the Association;
  - collecting all revenues;
  - paying all bills;
  - keeping an accurate record of all income and expenditures; and
  - preparing an annual financial report.

In the absence of the president, the past president, and president-elect, it shall be the duty of the secretary/treasurer to call the board or annual meeting to order and conduct an election of a chairperson to conduct the meeting.

- Sec. 5 The Board of Directors' duties shall include, but not be limited to, the following:
- exercising overall responsibility for the development of Association policies;
  - establishing the amount of the annual dues;
  - guiding the activities of the Association between its annual meetings;
  - reviewing the Association's annual financial report;
  - providing for periodic audits of the Association's financial records;
  - selecting someone to present the bi-annual Glenn M. Vernon Lecture; and
  - appointing such temporary committees as necessary for promoting the goals of the Association.

#### **By-Law V: Nominations and Elections**

- Sec. 1 All persons standing for election shall have been members of the Association for at least one year and shall maintain their membership throughout their term of office.
- Sec. 2 Nominations for officers and directors shall be made at the annual meeting held in even numbered years, as in 1996, 1998, etc. Each slate of nominations shall include one or more names for each position.
- Sec. 3 On the ballot, provision shall be made for a write-in vote for each position.
- Sec. 4 Elections shall be electronic or by mail ballot sent by the president to all members of the Association.
- Sec. 5 Ballots shall be sent to the members with the Spring newsletter. To be counted, ballots must be returned to the secretary/treasurer not less than thirty days prior to the annual

meeting.

- Sec. 6 Candidates receiving the highest number of votes for each office to be filled shall be declared elected. In the case of a tie vote for any office, the Board of Directors shall break the tie by such means as it shall deem appropriate.
- Sec. 7 The term of office shall begin upon adjournment of the annual meeting held in odd numbered years.

**By-Law VI: Finance**

- Sec. 1 The fiscal year shall be from 1 January to 31 December.
- Sec. 2 Funds for special purposes may be solicited only with the approval of the Board of Directors and the desired goal shall be specified. All funds so raised shall be paid to the secretary/treasurer.
- Sec. 3 Obligations beyond the amount of three hundred dollars may be incurred only by the Board of Directors in consultation with the secretary/treasurer.

**By-Law VII: Amendments**

- Sec. 1 The By-Laws may be amended only by the following steps:
- The proposed changes are submitted in writing to the Board of Directors and the board approves the proposed changes in the By-Laws.
  - The proposed changes are submitted to the members of the Association by a mailed ballot, the ballot to be returned within sixty days.
  - The proposed changes are approved by a majority of those voting.
  - The results of the balloting are certified by the secretary/treasurer and reported to the president and president-elect for presentation at the next annual meeting of the Association.