

AMERICAN WELDING SOCIETY

NEW JERSEY SECTION

BY LAWS

AMENDED

January 18, 1967
February 21, 1978
January 1, 1996
January 18, 2000

Ad-hoc Comm.
G. Manz
F. Winsor
A. Fleury (Chairman)
1/18/00

ARTICLE I

NAME

The name of this organization shall be the New Jersey Section (hereinafter called the NJ Sect.) of the American Welding Society (hereinafter referred to as AWS or the Society)

ARTICLE II

OBJECTIVES

The objectives of the NJ Sect. shall coincide with those of the Society, namely:

- (a) To advance the science and art of welding and associated processes.
- (b) To afford its members opportunities for the interchange of ideas with respect to the science and art of welding and associated processes.
- (c) To sponsor the presentation of papers and other informative matter at regularly held meetings of the NJ Sect.
- (d) To acquire and dispose of property for the purposes aforesaid.
- (e) To disseminate information regarding welding and Society activities.
- (f) To promote education in the field of welding among its members and at all scholastic levels.

ARTICLE III

MEMBERSHIP

Section 1. All corporate members of the American Welding Society, namely, Sustaining Members, Members and Associate Members, residing within the bounds of the NJ Sect., except those who have joined another AWS Section, and all others who have chosen to join the NJ Sect., shall be members of the NJ Sect.

Section 2. Student members residing within the bounds of the NJ Sect. and attending a college or school where there is no student chapter, may apply for membership in the NJ Sect.

Section 3. All corporate members of the NJ Sect. who are in good standing, shall have the right to vote and hold office.

Section 4. Eligibility for membership shall be in accordance with Article 111, Section 1

of the Bylaws of the Society.

ARTICLE IV

MEETINGS

- Section 1. Regular Meetings of the NJ Sect. shall be held at such time and place as may be selected by the Executive Committee.
- Section 2. The membership and fiscal year of the NJ Sect. shall commence on June 1st and end on May 31st to coincide with the Society's administrative, membership and fiscal year.
- Section 3. In accordance with Article VII, the annual meeting of the NJ Sect. shall be held in the month of April of each year, concurrently with the general technical meeting for the month, for the purpose of nominating Section Officers and Executive Committee Members for the following year and for the transaction of such other business as may require action by general membership of the NJ Sect.
- Section 4. At least seven meetings shall be held during the year.

ARTICLE V

MANAGEMENT

- Section 1. The officers of the New Jersey Section shall consist of a Chairman, a Vice – Chairman, a Secretary and a Treasurer, all of whom shall be elected for a term of one year, as provided in Article VII. The term of office shall be from June 1st, following election, to May 31st of the following year. The Chairman and Vice - Chairman, and members of the Executive Committee shall not be eligible for election to the same office for more than two terms in succession, unless otherwise authorized by the unanimous consent of the Executive committee. All officers shall ensure that all papers and records are passed on to their successors.
- (a) CHAIRMAN - The chairman shall preside at all meetings of the NJ Sect. and at all meetings of its Executive Committee. He shall in general act as chief executive of the NJ Sect., subject at all times to the approval of the Executive Committee.
- (b) VICE - CHAIRMAN - The Vice - chairman shall perform the duties of the Chairman if the Chairman is absent or unable to act, plus such other duties as are delegated by the Chairman.

- (c) SECRETARY - The secretary shall keep full minutes of all meetings of the Executive Committee and, when these meetings coincide with general membership technical meetings, unless otherwise recorded, these minutes shall include such pertinent information as the names of speakers and the titles of papers presented, announcements made at the general meetings, estimated attendance, etc. The Secretary, or such other person as shall be designated by the Chairman, shall keep an accurate record of all members of the Section and their addresses and shall check these at regular intervals with the records of the Society. He shall maintain a record of the persons having custody of all papers and records of the NJ Sect. and shall, in general, perform the usual duties of a recording and corresponding Secretary. The Secretary, or such other person as shall be designated by the Chairman, shall submit a report in writing, on the standard form designated by the Society, of each meeting of the NJ Sect., to the National Society, with a copy to the District Director. He shall also make an annual report to the National Society, with a copy to the District Director.
- (d) TREASURER - The Treasurer shall be the financial officer of the NJ Sect. and shall have custody of all NJ Sect. funds, except as specified hereinafter. He shall keep full and accurate accounts of receipts and disbursements in books belonging to the NJ Sect. and shall deposit their funds, in the name and to the credit of the NJ Sect., in such depository as he may choose, subject to the approval of the executive Committee. The Treasurer shall submit a report of the current financial status of the NJ Sect. at each Executive Committee meeting, detailing all receipts, disbursements and outstanding bills and credits. He shall prepare an annual report to the National Society, with a copy to the District Director.

Depository accounts containing NJ Sect. funds shall be arranged so that either the Treasurer or the Chairman of the NJ Sect. has access to such funds. However, this authority is to be exercised by the Chairman only at the explicit direction of the Executive Committee.

In the normal course of the business of the NJ Sect., it is expedient for members of various standing or special committees to receive and disburse moneys required in their particular activities. The NJ Sect. treasurer shall, at the direction of the Executive Committee, advance special operating funds to the Chairman of the particular Standing or

Special Committee involved, or to such person as designated by the Executive Committee. These special funds thereupon shall become the responsibility of the Standing or Special Committee Chairman or

his designate, who shall thereupon have the authority to receive and disburse, in the name of the NJ Sect., moneys relating to his particular activity. At the conclusion of this activity, the Standing or Special Committed Chairman or his designate shall submit a full financial report to the Executive Committee. Upon acceptance of this report, all such special funds remaining in the possession of the Standing or Special Committee Chairman or his designate shall be turned over to the NJ Sect. Treasurer for inclusion in the general funds of the NJ Sect., whereupon they shall become the responsibility of the NJ Sect. Treasurer.

- Section 2. The management of the NJ Sect. shall be vested in an Executive Committee consisting of the officers of the NJ Sect., the two Past – Chairmen (Junior and Senior) and up to eight members-at-large.
- Section 3. At each Annual Election members - at - large shall be elected for a term of two years as required.
- Section 4. Any member of the Executive Committee who shall be absent from two consecutive, regular Committee Meetings without prior notification to the Secretary or Chairman should be considered for removal from the Committee. He shall be notified that his office will be vacated and a new appointment made at the next regular Executive Committee meeting unless he wishes to appeal. The Executive Committee shall vote upon the appeal if made. The Secretary shall record all members present and all members excused with the published minutes of each meeting.
- Section 5. The Executive Committee shall have the power to fill vacancies in its membership, such appointees to hold office for the unexpired term.
- Section 6. The Executive Committee shall hold meetings, subject to the call of the Chairman, as often as the interests of the NJ Sect. demand.
- Section 7. At all meetings of the executive Committee, half the named members plus one shall constitute a quorum.
- Section 8. All obligations of the NJ Sect. shall be paid by checks drawn against the depository accounts of the NJ Sect. These checks must, except as specified hereinafter, be signed by the NJ Sect. Treasurer, or, when so directed by the Executive Committee, by the NJ Sect. Chairman.
All obligations of the NJ Sect. which are incurred as a result of the activities of any specially - funded Standing or Special Committee shall be paid by checks drawn against such special fund accounts and these checks must be signed by the Chairman of that Standing or Special Committee or his designate.

At the discretion of the Executive Committee, the Officers and the Chairmen of the various specially - funded Standing or Special Committees, or their designates, may be bonded.

- Section 9. The Chairman may appoint an Auditing Committee who shall audit the books of the NJ Sect. and submit the results to the Executive Committee prior to the first fall meeting of the NJ Sect.
- Section 10. The Chairman or his appointed representative shall be the representative of the NJ Sect. to the Society on NJ Sect. business.
- Section 11. The Chairman shall have the right, subject to the approval of the Executive Committee, to delegate authority in NJ Sect. matters.

ARTICLE VI

COMMITTEES

- Section 1. Standing Committees, to perform the working functions of the NJ Sect., shall be set up by the Chairman at the first Executive Committee Meeting of his term of office, subject to the approval of the Executive Committee. Additional Committees may be created during the year as may be deemed advisable.
- Section 2. The Chairmen of the various Standing Committees shall be appointed by the NJ Sect. Chairman subject to the approval of the Executive Committee.
- Section 3. Standing Committee Chairmen shall appoint members of their respective Committees, subject to the approval of the Executive Committee.
- Section 4. Any Committee appointment may be rescinded for cause by a majority vote of the Executive Committee.
- Section 5. The NJ Sect. Chairman shall be an ex - officio member of all NJ Sect. Committees.
- Section 6. In addition to the Standing Committees, a NJ Sect. Advisory Committee of three (3) past Executive Committee members may be appointed by the Chairman with the approval of the Executive Committee.
- Section 7. Members of the Advisory Committee and of all Standing or Special Committees shall be privileged to attend and participate in the discussions at all Executive Committee meetings, but shall not have the right to make or second any motions or to vote on any motion.

ARTICLE VII

ELECTIONS

- Section 1. Each year on or before the date of the February meeting, the Chairman of the NJ Sect., with the approval of the Executive committee, shall appoint a Nominating Committee of three members.
- Section 2. The Nominating Committee shall report to the Executive Committee the names of the nominees that they have selected for the various elective offices next falling vacant at the March meeting. After acceptance of the report by the Executive Committee, the nominees shall be contacted by the Nominating Committee and their consent to serve shall be obtained within five working days. The names of the nominees shall be given to the Secretary, with their consent, and shall be published in the April meeting notice.
- Section 3. The nominees proposed by the Nominating Committee shall be designated as “Regular Nominees”.
- Section 4. Nominations for officers and members of the executive Committee may also be made by petition signed by not less than ten members in good standing of the NJ Sect., the name or names to be submitted with the petition within ten days following the April meeting, to the Secretary, the names of such nominees to be added to the ballot as “Nominees by Petition”.
- Section 5. If there is no contest for any of the offices, the Secretary shall cast the ballot for the election of those nominated without a letter ballot. Should there be a contest for any office, the Secretary shall prepare letter ballots, to be sent by first class mail, to each of the voting members not less than ten days before the date set for the May meeting.
- Section 6. If a letter ballot is required, all votes, to be counted, must be delivered to the Secretary by the day prior to the May meeting. They shall be counted by a Committee of three Tellers appointed by the Chairman. A report shall be submitted by the Tellers Committee at the May meeting and the candidates receiving the largest number of votes for the respective offices shall be declared elected and shall assume office on adjournment of the May meeting.

ARTICLE VIII

AMENDMENTS

- Section 1. These Bylaws shall be effective immediately upon their approval by at least a two-thirds affirmative vote of members voting.

Section 2. Amendments to these Bylaws must conform to the Constitution and by-laws of the American Welding Society.

Section 3. Amendments to these Bylaws shall require a two-thirds affirmative vote of members of the NJ Sect. voting.

Section 4. Petition for amendment to these Bylaws may be initiated by any voting member of the NJ Sect. in good standing. He may present this petition in writing to the Executive Committee at which time it shall be read into the minutes, but it shall not be voted upon until the next Executive Committee meeting. If approved by a majority of the Committee members voting, the amendment shall be placed before the full membership of the Section for approval by letter ballot. The Section newsletter may be used to place the letter ballot before the full membership.

As an alternative method of amendment, any such petition signed by not less than one-tenth of the voting membership of the NJ Sect., must be placed before the full membership of the NJ Sect. for approval by letter ballot.

ADDENDUM -- Memorial Procedure

As soon as anyone on the board hears that a fellow member or their spouse has passed away they should contact the Section Chairman. If the Chairman is not available contact any other officer (Vice-Chairman, Secretary or Treasurer, in that order).

Details such as name of funeral home and viewing hours should be obtained wherever possible. These details should be passed to the Secretary so they can be passed on to all board members. If the Secretary is not available then it is the responsibility of the contacted officer with the information, to pass it on to as many board members as possible.

A florist should be contacted with the details of where to send flowers (from the American Welding Society). The contacted officer has the authority to obligate The Section for up to \$100.00 in floral/memorial costs.

