Bylaws of the American Society of Biomechanics

Article 1: Name

The name of this society shall be the American Society of Biomechanics.

Article 2: History

The American Society of Biomechanics is a non-profit organization founded on the eighteenth day of October, 1977, in Iowa City, Iowa and incorporated on the 20th day of February, 1981, in the state of Delaware pursuant to and in conformity with the corporate laws of that state.

Article 3: Purpose

The purpose of the Society is to stimulate and foster research, discussion, and the exchange of ideas among Society members working in the various areas of biomechanics.

Article 4: Membership

Section 1. The categories of membership in the Society shall be defined as follows:

a. Regular Members shall be individuals with an established professional reputation in biomechanics.
b. Charter Members shall be those members of the Society who participated in the first regular meeting of the Society.
c. Student Members shall be those College and University students with a demonstrated interest in biomechanics.
d. Honorary Members shall be those individuals who have been so designated by the Executive Board of the Society in recognition of their significant contributions to biomechanics.
e. Emeritus Members shall be those members of the Society who are designated Emeritus Members by the Executive Board of the Society.
f. Sustaining Members shall be organizations or individuals with a concerned interest in and demonstrated support of the activities of the Society.

Section 2. After the first general meeting, application for membership in the Society must be made in writing, be supported by at least two members of the Society, and be approved by the Executive Board. Each applicant for membership in the Society shall categorize himself/herself into one of the following disciplinary categories according to his/her primary interest:

1) biological sciences
2) engineering and applied physics
3) ergonomics and human factors
4) exercise and sport sciences
5) health sciences

Section 3. Only Regular and Student Members in good standing and Emeritus Members shall be allowed to vote.

Section 4. Membership dues shall be paid annually by all Regular Members, Student Members and Sustaining Members of the Society in the amount determined by the Executive Board.

Section 5. Any member desiring to resign from the Society shall submit his/her resignation in writing to the Secretary, who shall present it to the Executive Board for action.

Section 6. Membership in the society will automatically lapse for non-payment of dues at the end of the ninety days after being billed twice for the current year. Any member of the Society may be suspended if a majority of the Executive Board deem that suspension is in the best interests of the Society. Expulsion from the Society shall be only as a result of a majority affirmative vote of the voting members of the Society.

Article 5: Officers

Section 1. The officers of the Society shall be a President, Past-President, President-Elect, Treasurer, Treasurer-Elect (only in the third year of the Treasurer's term), Secretary, Meeting Chairperson, Program Chairperson, Program Chairperson-Elect, Education Chairperson, Communication Chairperson, Student Representative and Newsletter Editor. These officers shall perform the duties described by these bylaws and by the parliamentary authority adopted by the Society.

Section 2. To foster interdisciplinary cooperation in the Society, the President and the President-Elect shall be from two different disciplinary categories.

Section 3. The Nominating Committee shall be composed of the Past-President as Chairperson and two members elected by majority vote of the Society for a term of one year. Each of the three members of the Nominating Committee shall be from different disciplinary categories. The Committee shall nominate at least two candidates for President-elect, Program Chairperson-Elect, and, on occasion, the Secretary and Treasurer, for the coming year. The Committee shall ensure that each candidate is a member of the Society and is qualified, able, and willing to serve in the office concerned.

Section 4. The Nominating Committee shall assemble a slate of candidates which shall be communicated electronically to all Regular and Student Members in good standing and to Emeritus Members. When appropriate, the student representative will assemble a slate of candidates which shall be communicated electronically to all Student Members in good standing. Elections shall be conducted via a secure electronic mechanism. Voting must be open for at least 3 weeks and the election results must be communicated to the membership at least 3 week prior to start of the annual meeting. In the event of a tie for any office, a second vote of the current president, president-elect and past-president shall determine the winner of the election.

Section 4a. Once the site of an annual meeting has been approved by the Executive Board, the Meeting Chairperson for the corresponding year shall be appointed by the Executive Board.

Section 4b. The Education Chairperson, Communication Chairperson and the Newsletter Editor shall be appointed by the Executive Board.

Section 5. The terms of office shall begin at the close of the business session at the annual meeting.

Section 6. The terms of office and specific duties of the officers shall be as follows:

a. The President shall serve a one-year term and shall be the chief officer of the Society. He/she shall preside at all Executive Board and annual meetings of the Society, shall be an *ex officio* member of all committees excepting the Nominating Committee, and shall perform any other duties usually pertaining to the office.

b. The Past-President shall serve a one-year term and shall chair the Nominating Committee.

c. The President-Elect shall serve a one-year term and shall become President upon the expiration of the term or the resignation or incapacity of the current President. In the absence of the President. The President-Elect shall act as President until the regular President returns to the position.

d. The Treasurer shall serve a three-year term. In his/her absence, a Treasurer pro-tempore shall be designated by the President. The Treasurer shall be responsible for all administrative matters including collection of dues, maintenance of membership records, and publicity. He/she shall give a report at the annual meeting of the financial status of the Society. The annual financial report of the Treasurer shall be audited by two members of the Society appointed for that purpose by the Executive Board.

e. The Treasurer-Elect shall serve a one-year term and shall become the Treasurer upon the expiration of the term or the resignation or incapacity of the current Treasurer.

f. The Meeting Chairperson shall serve a one-year term. He/she shall chair the Meeting Committee.

g. The Program Chairperson shall serve a one-year term. He/she shall chair the Program Committee.

h. The Program Chairperson-Elect shall serve a one-year term and shall become Program Chairperson upon the expiration of the term. He/she shall serve as an *ex-officio* member of the Program Committee.

i. The Secretary shall serve a three-year term. The Secretary shall keep minutes of meetings of the Society and of the Executive Board, administer society memberships and membership applications, conduct the Society's elections, and will be responsible for sending of official meeting notices to members. He/she shall chair the Membership Committee.

j. The Education Chairperson shall serve at the discretion of the Executive Board but a maximum of a three-year term. He/she shall chair the Education Committee.

k. The Communication Chairperson shall serve at the discretion of the Executive Board but a maximum of a three-year term. He/she shall chair the Communication Committee.

l. The Student Representative shall be elected by the student members of the Society, to serve a two-year term.

m. The Newsletter Editor shall serve at the discretion of the Executive Board for a three year term. At the discretion of the board this term can be renewed. The Newsletter Editor is responsible for the preparation and printing of the society newsletter.

Section 7. No Member shall hold more than one office at a time, and no Member shall be eligible to serve two consecutive terms in the same office except for the newsletter editor who may serve additional terms at the discretion of the Executive Board.

Article 6: Meetings

Section 1. An annual meeting shall be held for the dissemination of information and ideas among the members of the Society; for the receipt of reports from Officers and Committees; and for any other business that may lawfully come before the meeting.

Section 2. The annual meeting of the Society may be held in conjunction with a meeting of any other Society.

Section 3. The official printed program of each annual meeting shall contain an announcement of the time and place of the next annual meeting. This information shall also be included in the next general mailing

Article 7: Executive Board

Section 1. The affairs of Society shall be governed by an Executive Board consisting of the eight (nine when during the third year of the Treasurer's term when a Treasurer-Elect is in place) elected and four appointed officers of the Society.

Section 2. Meetings of the Executive Board shall be held in conjunction with the annual meeting. Special meetings of the Executive Board may be called by the President or upon the written request of three members of the Executive Board.

Section 3. Any vacancy on the Executive Board shall be filled, for the balance of the unexpired term, by appointment of the President of the Society.

Section 4. Five members of the Executive Board shall constitute a quorum.

Section 5. Action on matters brought before the Executive Board shall be taken upon a majority vote of the Executive Board members present.

Article 8: Committees

Section 1. The Committees of the Society shall be the Nominating Committee, the Meeting Committee, Program Committee, Membership Committee, Education Committee, Awards Committee, Communication Committee and such other committees as shall from time to time be appointed by the President or the Executive Board.

Section 2. The composition and duties of the Nominating Committee are described in Article 5, Sections 3 and 4.

Section 3. The Meeting Committee shall be composed of the Meeting Chairperson and any other members of the Society appointed by the Executive Board for a term of one year. The Committee shall be responsible for the arrangements for the next annual meeting.

Section 4. The Program Committee shall be composed of the Program Chairperson, the Chairperson-Elect, and at least two other members of the Society appointed by the Executive Board for a term of one year. The Committee shall be responsible for the scientific program at the next annual meeting, including the solicitation, review, selection, and programming of papers to be presented. The Committee shall also be responsible for selecting and inviting any special speakers.

Section 5. The Membership Committee shall be composed of the Secretary and any other members of the Society appointed by the Executive Board. The Committee shall be responsible for soliciting and approving new members, and for communicating with the Executive Board on behalf of the members.

Section 6. The Education Committee shall be composed of the Education Committee Chairperson and any other members of the Society appointed by the Executive Board. The Committee shall be responsible for providing educational services for members.

Section 7. The Awards Committee shall be composed of the Past-President as Chairperson and any other members of the Society appointed by, the Executive Board. The Committee shall be responsible for selecting the Borelli and Young Scientist award recipients.

Section 8. The Communication Committee shall be composed of the Communication Committee Chairperson, the Newsletter Editor and any other members of the Society appointed by the Executive Board. The Committee shall be responsible for maintaining Society communication with members and the general community, primarily through the Society website and Newsletter.

Article 9: Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Society 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 Society may adopt.

Article 10: Amendment of the Bylaws

The Executive Board of the Society, or any six members in good standing, may propose, by written petition to the Secretary, an amendment to the Bylaws. A copy of such proposals shall then be distributed to all voting members in good standing within thirty days of receipt. Balloting on the proposal shall close not less than thirty days nor more than forty-five days after the proposal is distributed to members. An amendment shall be approved and adopted by a two-thirds affirmative vote of all voting members. The results of such balloting shall be communicated to the membership.

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