

**BY-LAWS OF THE CENTRAL CAROLINAS SOCIETY OF THE
ARCHAEOLOGICAL INSTITUTE OF AMERICA**

Adopted 12 March 2013

Article I

Name

- 1.1 The name of this organization shall be the Central Carolinas Society of the Archaeological Institute of America, hereinafter sometimes referred to as the Society.

Article II

Affiliation

- 2.1 The Society is an independent entity.
- 2.2 The Society is affiliated with the Archaeological Institute of America (hereafter referred to as the AIA or the Institute) through the granting of a Charter issued by the AIA after an acceptance vote by the AIA Council.
- 2.3 The Society has agreed to the following stipulations:
- a) To promote the AIA's mission;
 - b) To function within the guidelines of the AIA and not to adopt any regulations that conflict with those of the AIA;
 - c) To engage in no activity that would damage the name of the AIA or undermine its mission, including engaging in transactions that remove artifacts from public and scholarly access;
 - d) To maintain a membership consisting of a minimum number of persons as required by the AIA, currently 35.
- 2.4 The Society understands that failure to follow these stipulations can result in the revoking of its Charter by a vote of the AIA Council. If its Charter is revoked, the Society loses its affiliation with the AIA and the right to use the AIA name.

Article III

Purposes

- 3.1 The purpose of the Society shall be to promote knowledge and study of, as well as interest in, archaeology and related subjects, and to further the aims and programs of the AIA.

Article IV

Membership and Dues

- 4.1 The membership of the Society shall consist of residents and students of the Charlotte region of North and South Carolina who are members in good standing of the AIA.
- 4.2 Members of the Society who reside outside of this area may hold membership in the Society providing they remain members in good standing of the AIA.
- 4.3 The classes of membership shall be prescribed in the Regulations of the AIA. Dues are paid directly to the national office of the AIA.

Article V

Administration

- 5.1 The administration of the Society shall be vested in the following officers: President, Vice-President, Secretary, and Program Coordinator.

5.2 These officers shall serve for one year and are eligible for reelection.

5.3 Duties of Officers

- As the executive officer of the Society, the President shall preside at all meetings of the Society and the Executive Committee (see 8.1) and shall carry out the decisions of the Executive Committee and the Society. The President shall, after meeting with the Executive Committee on the program of annual lectures, be responsible for overseeing the lecture season. The President shall correspond with the speakers, assist them in local travel, and arrange for the hospitality of speakers while in the local area.
- The Vice-President shall serve as President in the absence or incapacity of the President, and if the Vice-President is not available, such other member of the Executive Committee or the society as the Executive Committee may designate shall serve as President.
- The Program Coordinator shall be responsible for arranging the annual lecture program, in consultation with the Executive Committee. The Program Coordinator shall be in charge of determining the nationally sponsored lecturers each year.
- The Secretary shall maintain files with important society documents, keep minutes of business meetings and Board meetings of the Society, give notice to the membership of all meetings of the Society, supervise dissemination of information through other means such as letters, flyers, and posters, and keep a roster of membership. This roster must be updated based on the roster sent from the headquarters of the AIA. The Secretary is also responsible for receiving election ballots, tallying ballots, and reporting results at business meetings. The Secretary shall be in charge of seeking new members and of sending letters of encouragement to lapsed members to continue their affiliation with and support of the programs of the Archaeological Institute of America. The Secretary shall notify the membership of all lecture meetings of the Society, shall submit publicity to the media for lectures open to the public, and shall supervise dissemination of information through other means such as letters, flyers, and posters.

5.6 All officers of the Society may appoint committees as provided for by Article 8.3.

5.7 Vacancies among officers that occur between annual business meetings shall be filled by appointment of the President. Persons so appointed shall hold office until the next business meeting.

Article VI

Elections, Assumption of Office, and Removal from Office

- 6.1 The officers shall be elected either by mail ballot, electronic ballot, or vote at a meeting called for that purpose by the President in accordance with the decision of the Executive Committee or at the annual business meeting.
- 6.2 The election shall be held in the Spring of each year between early March and early May, the time, place, and date to be determined by the Executive Committee.
- 6.3 Elected officers shall assume office as of June 1 following their election
- 6.4 In order to hold office, members must provide a signed statement indicating their acceptance of and adherence to the AIA's Code of Ethics, Conflict of Interest Policy, and, in the case of professional members, the Code of Professional Standards.
- 6.5 Any officer may be removed at any time by a confidential written two-thirds vote of the remaining members of the Executive Committee, by procedures established by the Executive Committee, if, in their judgment, such member of the Executive Committee, either by neglect, lack of interest or other cause, shall

not have adequately attended to his or her duties or acts in violation of the Regulations, Code of Ethics, the Conflict of Interest Policy, or the Code of Professional Standards of the AIA.

Article VII

Delegates to the Council of the AIA

- 7.1 In accordance with Article IV of the Regulations of the AIA, the Society may select one delegate to the Council of the Institute for its first 25 members and one further delegate for each additional 50 members. The President of the Society is also a delegate, in addition to those selected.
- 7.2 The Society's delegates shall be appointed by the President. Since the number of delegates to which the Society is entitled varies with the Society's membership, delegates will be designated as "Delegate #1", "Delegate #2", and so on. Delegate #2 will not serve if, according to the AIA's records at the time the list of the Councilors is being constituted, the Society's membership has dropped below 75.

Article VIII

Committees

- 8.1 The Executive Committee shall be the executive organ of the Society. It shall consist of the President, Vice-President, Program Coordinator, and the Secretary.
- 8.2 A Nominating Committee shall be appointed annually by the President. It shall consist of at least two members of the Society and shall nominate the list of nominees to serve as officers for the ensuing year. The Nominating Committee shall distribute a list of nominees to the membership at least two weeks prior to the scheduled election.
- 8.3 *Ad hoc* or standing committees may be appointed as necessary by the officers of the Society to help with the fulfillment of their duties. All committees must receive the approval of the Executive Committee at its next meeting to remain in force.

Article IX

Meetings of the Society

- 9.1 The meetings of the Society shall present lectures by visiting lecturers from the AIA and such other programs as the Executive Committee shall consider appropriate. Such meetings must be open to the public.
- 9.2 An annual business meeting shall be held for the election of officers, for the presentation of reports on the society's activities, reports on membership and finances or for consideration of other appropriate matters. The annual business meeting will be scheduled by the President and the Executive Committee between early March and the early May. Email notification shall be given of the time and place of the annual business meeting to all members at least seven days prior to the meeting.
- 9.3 If elections do not occur at the business meeting, the Executive Committee will hold an election of officers and delegates by mail or electronic ballot. If no business meeting is held, a written report on membership and finances shall be sent to members.
- 9.4 Other business meetings may be called at any time by the President with the approval of the Executive Committee provided seven days notice is given to members.

Article X
Dissolution

- 10.1 In the event of dissolution of the Central Carolinas Society, any funds belonging to the society at the time of dissolution shall, after all debts have been paid, be given to the AIA.

Article XI
Liability

- 11.1 Except as otherwise provided by law, no Officer of the Society serving without compensation shall be liable to any other person other than the AIA based solely on such Officer's conduct in the execution of such office unless such conduct constituted gross negligence or was intended to cause the resulting harm.
- 11.2 All persons, corporations and governmental entities extending credit to, or contracting with, or having any claim against the Society, the Executive Committee, or the Officers shall look only to the funds and property of the Society for the payment of any such contract or claim, or for the payment of debt, damage, judgment or decree or of any money that may otherwise become due or payable to them from the Society or Executive Committee, so that neither the members of the Executive Committee or Officers of the Society, present or future, shall be personally liable.

Article XII
Non-Discrimination

- 12.1 The Central Carolinas Society of the AIA shall not, in its conduct of society affairs, restrict or limit participation on the basis of race, color, religion, sex, age, national origin or sexual orientation.

Article XIII
Amendments

- 13.1 These bylaws may be amended by mail or electronic ballot. Amendments shall pass by a two-thirds majority of valid ballots returned. Alternatively, these bylaws may be amended at any business meeting of the Society, provided notices of the meeting and the proposed amendments have been provided to all members by the Executive Committee at least thirty days before the date of assembly. Provisions shall be made for voting by proxy, by mail, or by electronic ballot on the part of members who are unable to attend the meeting. Amendments voted on at a business meeting shall pass by a two-thirds majority of the votes received via mail or electronic ballot prior to the business meeting plus the votes of those present at the business meeting, including proxies.