

The East Tennessee Society of The Archaeological Institute of America

BYLAWS

ARTICLE I. Name, Purpose, and Headquarters

Section 1. The name of this society shall be THE EAST TENNESSEE SOCIETY OF THE ARCHAEOLOGICAL INSTITUTE OF AMERICA. Abbreviated as ETS/AIA.

Section 2. The purpose of ETS/AIA 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 Archaeological Institute of America.

Section 3. The headquarters of ETS/AIA shall be Knoxville, Tennessee and mail shall be received through The University of Tennessee, Knoxville.

ARTICLE II. Affiliation

Section 1. The Society is an independent entity.

Section 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.

Section 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.

Section 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. Membership

The membership of ETS/AIA shall consist of members in good standing with the Archaeological Institute of America and have designated ETS/AIA as their local society

ARTICLE IV. Dues

Section 1. ETS/AIA voluntary dues shall be recommended by the Executive Committee and approved by the membership for the following year. ETS/AIA voluntary local dues are in addition to membership dues charged by the Archaeological Institute of America.

Section 2. Annual voluntary dues of ETS/AIA shall be paid for a membership year from 01 September to 31 August.

ARTICLE V. Administration

Section 1. The administration of ETS/AIA shall be vested in the Executive Committee. The members of the Executive Committee should be members of ETS/AIA consisting of:

- Elected officers of ETS/AIA
- Past President of ETS/AIA
- A faculty member recommended by the Department of Classics (University of Tennessee)
- A faculty member recommended by the Department of Anthropology (University of Tennessee)
- A representative of the Frank H. McClung Museum.
- Other ETS/AIA members willing to serve at the request of the elected officers.

Section 2. The Executive Committee shall carry out the activities and services of ETS/AIA including the approval of expenditures as authorized by annual budgets and the making of contracts for ETS/AIA.

Section 3. The Executive Committee shall meet as often as is necessary to perform its function, or on call by the President of ETS/AIA.

Section 4. Four members of the Executive Committee shall constitute a quorum.

Section 5. Executive Committee members shall receive a notice of the time and place at least twenty-four (24) hours before any Executive Committee meeting. A valid notice can be any form of communication (personal, written, e-mail, telephone, etc.). The general ETS/AIA membership does not have to receive a notice of the Executive Committee meetings.

Section 6. Members of the Executive Committee may waive the requirement of twenty-four hours notice for any meeting. Attendance at a meeting of the Executive Committee shall constitute waiver of the notice requirement unless the member attends for the

express purpose of objecting to the transaction of business because the meeting has not been lawfully called or convened. The Executive Committee may approve of any ETS/AIA action without a formal meeting if all members of the Executive Committee consent to the action in writing. Executive Committee members may consent to meetings held by telephone conference, and actions at those meetings shall be valid.

ARTICLE VI. Officers

Section 1. The elected officers of ETS/AIA shall be:

- President
- Vice-President (President-Elect)
- Secretary-Treasurer.

These officers shall perform the duties prescribed by these Bylaws and by the parliamentary authority adopted by ETS/AIA. All elected officers shall serve a one-year term from 01 September to 31 August. Officers shall be eligible for re-election.

Section 2. The President shall be the chief executive officer of ETS/AIA. The President shall preside at ETS/AIA meetings and the Executive Committee meetings and shall carry out the decisions of the Executive Committee and ETS/AIA. The President shall appoint committees as are necessary to carry out the functions of ETS/AIA.

Section 3. The Vice-President shall assume the responsibilities of the President in the event the President is absent or incapacitated. The Vice-President shall automatically succeed the retiring President.

Section 4. The Secretary-Treasurer shall notify members of ETS/AIA meetings and shall keep the membership roster, records and transactions of ETS/AIA. The Secretary-Treasurer shall coordinate the Annual Program lectures with the national office of the Archaeological Institute of America in consultation with the Executive Committee and ETS/AIA membership. The Secretary-Treasurer shall present reports on finances and membership at the annual ETS/AIA business meeting.

Section 5. A vacancy in an elective office, except that of President, shall be filled by appointment of an interim officer by the Executive Committee to serve until the next election. A vacancy in the office of President shall be filled by the Vice-President.

Section 6. No member shall hold more than one elected office at a time.

ARTICLE VII. ETS/AIA Meetings

Section 1. The general meetings of ETS/AIA shall consist of lectures by visiting lecturers from the Archaeological Institute of America and such other programs as determined by ETS/AIA members. General meetings of ETS/AIA may be open to the public or may be restricted in attendance to members and guests as decided by the Executive Committee. Advance notice shall be given to members of all ETS/AIA meetings.

Section 2. The annual ETS/AIA business meeting shall be held in the spring of the year for the purpose of:

- Election of the Vice-President and the Secretary-Treasurer for the next year
- Recommendations of members for next year's Executive Committee
- Determining the ETS/AIA program for next year's general meetings
- Voting on budget and dues
- Presenting reports to the membership
- Soliciting membership views on ETS/AIA business.

Advance notice shall be given to members of the annual ETS/AIA business meeting.

Section 3. Other ETS/AIA business meetings may be called by the President, provided seven days notice is given to members.

Section 4. A quorum of ETS/AIA membership at a business meeting shall be the number of members present.

Section 5. Each member in good standing shall be entitled to vote. Unless these Bylaws otherwise provide, a majority of the votes of members at a meeting shall be required for the passage of any act or resolution or the election of a person to an office.

ARTICLE VIII. Delegates to the Council of the Institute

Delegates to the Council of the Institute shall be determined in accordance with Regulations of the Archaeological Institute of America.

ARTICLE IX. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern ETS/AIA in all cases to which they are applicable and in which they are not inconsistent with the Bylaws, any special rules of order that ETS/AIA adopts, and any statutes applicable to this organization.

ARTICLE X. Amendment or Revision of the Bylaws

Section 1. These Bylaws shall be effective upon adoption and shall supersede Bylaws, any amendments, and any revision adopted previously by ETS/AIA.

Section 2. Adoption, amendments, or revisions of the Bylaws may be made by a two-thirds (2/3) vote of the members present and voting at a ETS/AIA business meeting, provided that at least two weeks advance notice of the proposed changes has been sent to the members.

ARTICLE XI. Dissolution

Upon the dissolution of ETS/AIA and the discharge of its debts and the settlement of its affairs (especially such affairs related to an ongoing archaeological project), any funds and property of ETS/AIA remaining thereafter shall be conveyed to the Archaeological Institute of America.

ARTICLE XII. Indemnification

To the extent permitted by law, ETS/AIA (but not the individual members) shall indemnify and hold harmless the officers of ETS/AIA. Any person made a party to any action, suit, or proceeding by reason of the fact that such person, their testator or intestate, is or was an officer of ETS/AIA or any organization in which the person served as such at the request of ETS/AIA, shall be indemnified by ETS/AIA (but not the individual members) to the full extent permitted by law. Such right of indemnification shall not be deemed exclusive of any other rights to which such officer may be entitled.

ARTICLE XIII. Non-Discrimination

No person in whatever relationship with the ETS/AIA shall be subject to discrimination on the basis of race, ethnic background, national origin, religion, color, are sex, of condition of handicap.