

BY-LAWS OF THE OREGON MATHEMATICAL ASSOCIATION OF TWO-YEAR COLLEGES

Article 1 – Membership

Any person becomes a member upon filling out the membership form and paying dues for the current membership year. Only members of the Association may hold office, nominate candidates for office, or serve on official committees.

Article 2 – Duties of Officers

The President shall:

- a. Preside at all meetings of the Association, serve as Chairman of the Executive Board and the Annual Assembly, and prepare the agenda for all Assembly and Board meetings.
- b. Act as ex-officio member of all committees.
- c. Perform all other duties that regularly pertain to the office.
- d. Organize and coordinate the program of the annual regular meeting.
- e. Represent ORMATYC at and serve as a delegate to the national convention of AMATYC.
- f. Elect a second delegate (from the general membership of ORMATYC) to the national convention.
- g. Take charge of publicity, public relations, memberships.
- h. Work with the NW Region AMATYC VP to promote membership and participation in AMATYC.

The President-Elect shall:

- a. Serve as a member of the Executive Board.
- b. Preside at meetings in the absence of the President.
- c. Assist the president as appropriate.
- d. Serve as chair of the nominating committee.

The Past-President shall:

- a. Serve as a member of the Executive Board.
- b. Preside at meetings in the absence of the President.
- c. Assist the President as appropriate.
- d. Serve as chair of the nominating committee.

The Secretary shall:

- a. Be in charge of records of the Association.
- b. Notify members of Association meetings.
- c. Be responsible for official correspondence to AMATYC.
- d. Keep accurate permanent records of meetings of the Association and the Executive Board.
- e. Serve as Exhibitor Liaison for the annual conference.

The Treasurer shall:

- a. Be in charge of funds of the Association.

- b. Be responsible for filing appropriate forms and maintaining appropriate records securing the Association's not for profit status, conforming to the Association's fiscal year defined as October 1 through September 30.
- c. Be in charge of all receipts and disbursements of the Association and keep accurate records of the same.
- d. Make a financial report at each regular business meeting.
- e. Keep an up-to-date file and mailing list of members.
- f. Work with Executive Board to lead registration and payment processes for the annual conference.

The Technology Support person shall:

- a. Maintain the ORMATYC website.
- b. Update ORMATYC electronic mail lists annually.
- c. Coordinate technology needs for the conference.
- d. Create and administer electronic voting in coordination with the board.
- e. Assist with generating registration reports and/or payment reports for electronic registrations and payments.

Article 3 – Election Procedures

The nominating committee shall consist of a subgroup of the Executive Board. The nominating committee shall select a slate of nominees. Anyone desiring nomination for an office shall notify the nominating committee in writing and present to the nominating committee a brief sketch of professional background at least two months prior to the annual meeting. In the event that there are multiple candidates for an open position, the nominating committee shall forward ballots to members in good standing. Ballots will be due no less than two weeks prior to the annual meeting. In the event that there is an uncontested election, the nominating committee may forgo a balloted election and recommend a voice vote take place at the annual meeting. Elections shall be by plurality of ballots cast.

Article 4 – Dues Structure

Dues will be established at an individual rate of \$15/yr. Individual memberships will be in effect from the day following the annual meeting to the final day of the annual meeting of the subsequent year.

Article 5 – Amendment of the By-Laws

Amendments to the By-Laws may be proposed by Executive Board or a majority vote of the annual assembly. The proposed changes become part of the By-Laws by the affirmative vote of a simple majority of the voting membership.

AMENDED: April 2019 (Articles 2, 3 and 4), 1 July 1988 (Article 4), 18 July 1992 (Art 2), 16 September 1995 (Art 4), 5 October 1999 (Art 4), 30 May 2003 (Art 4). April 2019 (Articles 2, 3, 4 and 5)

Notes (outside by-laws): 1)Art 2f- President is first delegate. This second delegate is due to the first 50 AMATYC members from Oregon. A third elected delegate would be due to Oregon having 51-100 AMATYC members, etc.. In addition, the AMATYC Regional VP appoints two delegates in spring of each odd year for 2-year terms (Dec odd yr to Dec of next odd yr).