

# **BY-LAWS OF THE NORTH AMERICAN SOCIETY FOR SPORT HISTORY**

## **ARTICLE I: MEMBERSHIP**

- Section 1: There shall be four classes of members: Active Members, Non-resident Members, Honorary Members, and Constituent Members.
- Section 2: Active Members may be designated as Contributing or Sustaining Members by the payment of additional dues, as established in accordance with Article V. In all other respects, the rights and duties of the Contributing and/or Sustaining Members shall be that of other active members.
- Section 3: Any resident in Canada, Mexico or of the United States of America, its territories and possessions, who is interested in the history of sport shall be eligible for Active Membership.
- Section 4: Any person interested in the history of sport who is not a resident in Canada, Mexico or of the United States of America, its territories and possessions, shall be eligible for Non-resident Membership.
- Section 5: Honorary Membership may be conferred upon any person who has made outstanding contributions to the history of sport upon the nomination of the Council and election by the Active Members at the annual meeting, provided that names of proposed candidates for Honorary Membership shall be submitted in writing to the members of the Council at least thirty days before the annual meeting. Honorary Members shall have all the privileges of Active Members.
- Section 6: Any organization, such as society, club, institute or library, having purposes similar to those of the Society, shall be eligible for membership as a Constituent Member upon nomination in writing by an Active Member and election by the Council. Each Constituent Member may choose one delegate to attend the annual meeting of the members, who, on that occasion, shall have the same voting rights as Active Members.
- Section 7: Membership shall not become effective until the Treasurer has received the first year's dues.

## **ARTICLE II: OFFICERS**

- Section 1: The officers of the Society shall be a President, Past-President, President-Elect, Secretary-Treasurer, Chairperson of the Publications Board, and four Members-at-Large, all of whom shall be Active members of the Society. One of the Members-at-Large shall be a student. All Officers shall be elected for two-year terms by a majority of active members voting. Their terms of office shall begin at the close of the Annual Meeting following their election. Former Presidents of NASSH (with the exception of the current Past-President) are ex-officio members of Council, without vote.
- Section 2: The officers shall have the powers and duties customarily incident to their respective offices in similar organizations and also such as shall specifically be delegated to them by the Council.

## **ARTICLE III: COUNCIL**

- Section 1: Except as otherwise provided by these By-Laws the management of the Affairs of the Society shall be vested in a Board of Directors which shall be known as the Council.
- Section 2: The Council shall consist of the officers of the Society. The President shall act as Chairperson of the Council. Five members shall constitute a quorum of the Council.
- Section 3: The Council shall hold an annual meeting not more than one week preceding the annual meeting of the Society at a time and place designated by the President. Special meetings may be called at any time by the President or by any five members of the Council upon at least two weeks' written notice to each member of the Council.
- Section 4: The Council shall provide for filling the unexpired term of any vacancy that may occur in any office or in the Council.
- Section 5: Except as otherwise provided by law and these By-Laws, decisions of the Council shall be by majority vote of those members of the Council present and voting.
- Section 6: With the approval of the President, members of the Society may attend meetings of the Council as observers. They shall not have a vote, but may address the meeting, if invited to do so by the President.

## **ARTICLE IV: MEETINGS**

- Section 1: There shall be an annual meeting of the members of the Society. This meeting shall be held at a time and place recommended by the Council and approved by the Membership. The President shall arrange the order of business.
- Section 2: The Secretary shall mail notice of the annual meeting of the Society to each member entitled to vote not less than thirty days before the annual meeting. Such notification shall state the time, place and general purpose of the meeting, together with the nominations made in accordance with Article VIII, Section 2 and any amendments proposed in accordance with Article IX, Section 1, of these By-Laws.
- Section 3: The Council of the Society shall present at the annual meeting a report dated as of the close of the last complete fiscal year, verified by the President and Treasurer, or by a majority of the members of the Council. This report shall also show the names and addresses of the persons and organizations who have been admitted to membership during such year. This report shall be filed with the records of the Society and an abstract thereof entered in the minutes of the proceedings of the annual meeting at which the report is presented. The President shall appoint an Active Member of the Society, who shall not be a member of the Council, to act as an auditor, who shall examine the annual report referred to in this section prior to the annual meeting and express their opinion thereon at the annual meeting.'
- Section 4: Upon request of the Council, or by written notice representing at least fifteen per cent (15%) of the membership, a mail vote of the membership shall be conducted. In such cases, a minimum of thirty (30) days and the return of such ballots to the Secretary-Treasurer.

## **ARTICLE V: DUES AND FINANCES**

- Section 1: The amount of the annual dues for all classes of membership shall be determined by vote of the Active Members, except that Honorary Members shall pay no dues.
- Section 2: The Council shall set the date of the annual payment of dues.
- Section 3: Members who are full-time students shall be assessed 50% of the annual dues.
- Section 4: Members who have been dropped for nonpayment of dues may be reinstated at any time before the close of the year in which they were dropped upon payment of the dues for that year.
- Section 5: The Council of the Society shall set the dates of the fiscal year.

## **ARTICLE VI: PUBLICATIONS**

- Section 1: Publications shall be established on the recommendation of the Publications Board to the Council. Favourable Council action on such recommendations shall result in presentation of the recommendation to the membership at the next regularly scheduled Annual Business Meeting. The same procedure shall be followed when existing publications are discontinued.
- Section 2: Annual budgets for each publication must be approved by the Board before being presented to the Council for action.
- Section 3: The Board is responsible for all NASSH publications. It shall name editors, establish the terms of editorships, and oversee the operation of each publication.
- Section 4: Early termination of an editor's tenure other than by resignation can only be accomplished by Council action.
- Section 5: The Board shall consist of five members elected to four year terms. Election to the Publication Board shall be in staggered sequence, that is, 2 new members elected on one election occasion, and 3 new members elected at the next election occasion. The Board shall elect a Chairperson from among its members.

## **ARTICLE VII: COMMITTEES**

1. Standing Committees shall be ongoing committees that have a continuing responsibility in defined areas of the Society's interests, Each Standing Committee shall carry out its duties and responsibilities in accordance with an Operating Code approved by the Council. Members of Standing Committees shall be appointed by the President, unless otherwise stated. The Chairpersons of Standing Committees shall be responsible to the Council for all actions of their respective committees and shall present annual reports at the Annual Meeting of the Society. At the end of their terms of office, Standing Committee Chairpersons shall forward all correspondence, reports, and other important documents to the Secretary-General for deposit in the Archives of the Society.

### **1.1 Book Award Committee**

The Book Award Committee shall normally consist of five members, appointed by the President.

**1.2 Budget and Fiscal Committee**

The Budget and Fiscal Committee shall consist of two members, plus the Secretary-Treasurer, who shall be the Chairperson.

**1.3 Constitution and By-Laws Committee**

The Constitution and By-Laws Committee shall be chaired by the Past-President. Members shall be appointed annually by the President.

**1.4 Distinguished Lectures and Honor Awards Committee**

The Distinguished Lectures and Honor Awards Committee shall be chaired by the Past-President. There shall be four other members, who shall serve two-year terms; of these, two shall be appointed by the President and two elected by the membership.

**1.5 Membership Committee**

The Membership Committee shall consist of three members of the Society, one of whom shall be the Chairperson.

**1.6 Nominations Committee**

The Nominations Committee shall consist of three members, none of whom shall be member of the Council. The members of the Nominations Committee shall be elected at the Annual Meeting in the year in which Council elections are not held; they shall be elected from a list of at least five nominees presented by the Council. The Nominations Committee shall be responsible for soliciting and circulating nominations for the positions of President, Secretary-Treasurer, Chairperson of the Publications Board, and the three Members-at-Large.

**1.7 Program Committee**

The Program Committee shall be chaired by the President-Elect, and shall consist of at least two other members appointed by the President-Elect.

**1.8 Time and Site Committee**

The Time and Site Committee shall consist of the Chair and three additional members, all of whom shall be appointed by the President.

## **ARTICLE VIII: NOMINATIONS AND ELECTIONS**

Section 1: In every odd year (off election year) at the time of the annual business meeting, a nominating committee of three shall be elected. The Council will present a list of at least five individuals, The individual receiving the highest number of votes shall be chairperson. Members will continue in office for two years until their successors are elected or replaced.

## **ARTICLE IX: AMENDMENTS**

Section 1: Any Active Member may propose changes in the By-Laws by presenting the proposal in writing to the Secretary. The proposed changes shall then be reviewed by the Council.

Section 2: Upon the recommendation of the Council and with at least twenty four notice, the By-Laws may be changed by a two-third vote of the Active Members voting at any annual business meeting.

## **ARTICLE X: PARLIAMENTARY AUTHORITY**

Section 1: The rules of procedure contained in Robert's Rules of Order, Revised, shall govern meetings of the members of the Society so far as they are applicable and when not inconsistent with these By-Laws.

## **ARTICLE XI: SEAL**

Section 1: The seal of the Society shall be that adopted by the Council and shall be used on all official transactions and publications. The seal must include at least (a) identification, (b) date of origin and (c) symbol depicting purpose of organization, etc.

Feb., 1973, Rev. Apr., 1974

Rev. May, 1977

Changed to By-Laws, May, 1978

Rev. May, 1994