

BYLAWS OF THE AMERICAN ASSOCIATION
FOR CLINICAL CHEMISTRY,
CHICAGO SECTION, INC.

TABLE OF CONTENTS

<u>ARTICLE</u>	<u>TOPIC COVERED</u>	<u>PAGE</u>
I.	NAME, POLICIES AND FISCAL YEAR	2
II.	OFFICE	2
III.	MEMBERSHIP	3
IV.	MEETINGS OF MEMBERS	5
V.	BOARD OF DIRECTORS	7
VI.	OFFICERS	10
VII.	FINANCES	13
VIII.	CONTRACTS, CHECKS, DEPOSITS AND FUNDS	14
IX.	BOOKS AND RECORDS	14
X.	FISCAL YEAR	15
XI.	DUES	15
XII.	COMMITTEES	16
XIII	ELECTIONS	18
XIV.	AMENDMENTS	20
XV.	WAIVER OF NOTICE	20
XVI.	SEAL	21
XVII.	EFFECTIVE DATE	21

BYLAWS OF THE AMERICAN ASSOCIATION FOR CLINICAL CHEMISTRY,

CHICAGO SECTION, INC.

ARTICLE I. NAME, POLICIES AND FISCAL YEAR

1. The name of the organization shall be American Association for Clinical Chemistry, Chicago Section, Inc., hereinafter referred to as the Chicago Section.

2. The Chicago Section is a local section of the American Association for Clinical chemistry, Inc., hereinafter referred to as the Association.

3. The Chicago Section agrees to be bound by the Constitution and Bylaws of the Association and lawful acts of its House of Delegates and Board of Directors.

4. The objectives of the Chicago Section shall be the promotion of the interests of Clinical Chemistry in accordance with the aims of the Association.

5. The fiscal year of the Chicago Section shall correspond to the calendar year.

6. In the event of the dissolution of the Chicago Section, funds remaining after payment of all debts shall revert to the Association.

ARTICLE II. OFFICES

1. The principal office of the Corporation shall be in the State of Illinois. The Corporation may have such other offices, either inside or outside the State of Illinois, as the Board of Directors may determine or as the Corporation may require.

2. The Corporation shall have and continuously maintain in the State of Illinois a registered office, and a registered agent whose office is identical with such registered office, as required by the Illinois General Non-Profit Corporation Act. The registered office may be, but need not be, identical with the principal office in the State of Illinois, and the address of the principal office and the registered office may be changed from time to time by the Board of Directors.

ARTICLE III. MEMBERSHIP

1. Membership in the Association is a prerequisite for membership in the Chicago Section. The qualifications for each type of membership shall be those of the Association. Only members and emeritus members may vote in elections of the Association or the Chicago Section or on matters submitted to a vote of the members.

2. Any person holding membership of any classification in the Association must comply with the Bylaws of the Association and the Chicago Section.

3. Any person holding membership of any classification in the Association found to be non-compliant with the Association, or the Chicago Section Bylaws or the Non-for-Profit Charter as issued by the State of Illinois under the Chicago Section's Articles of Incorporation, shall be subject to discipline in the manner prescribed by the Association Bylaws.

4. The membership of the Chicago Section shall include all persons in good standing in the Association residing in the area

designated by the Association. The present (1994-95) area includes Illinois, Wisconsin, and parts of Indiana and Michigan as defined by postal zip codes.

5. Applications for membership from persons in the above area shall be reviewed by the Association Membership Committee.

6. Members of the Board of Directors of the Chicago Section, hence forth referred to as the Board of Directors, may vote in the business affairs of the Chicago Section.

7. Termination of Membership.

A. For Cause: The Board of Directors, by affirmative vote of two thirds of the entire Board, may suspend or expel a member for cause after a fair hearing.

B. For Ineligibility: The Board of Directors, by a majority vote at any regularly constituted meeting, may terminate the membership of any member who becomes ineligible for membership.

C. For Default in Dues: The Board of Directors, by a majority vote at any regularly constituted meeting, may suspend or expel any member who is in default in payment of dues to the AACC or this corporation for the period fixed in these by-laws.

8. Resignation. Any member may resign by filing a written resignation with the Secretary, but such resignation shall not relieve the member so resigning of the obligation to pay any dues, assessments or other charges then accrued and unpaid.

9. Reinstatement. Upon written request signed by a former member and filed with the Secretary, the Board of Directors may, by a vote of two-thirds at any regularly-constituted meeting,

reinstate such former member to membership upon terms determined by the Board of Directors.

10. Transfer of Membership. Membership in the Corporation is not transferable or assignable.

ARTICLE IV. MEETINGS OF MEMBERS

1. Annual Meeting. An annual meeting of members shall be held on the day and at the hour each year, beginning with the year 1995, as determined by the Board of Directors, to elect Directors and transact such other business as may come before the meeting. If the day fixed for the annual meeting is a legal holiday in the State of Illinois, such meeting shall be held on the next business day. If election of Directors is not held at any annual meeting, or at any adjournment thereof, the Board of Directors shall cause the election to be held at a special meeting of the members as soon thereafter as convenient.

2. Special Meetings. Special meetings of members may be called by the Chairperson, Board of Directors, or not less than one-tenth of members having voting rights.

3. Place of Meeting. The Board of Directors may designate any place, inside or outside the State of Illinois, for any annual or special meeting. If no designation is made or if a special meeting is otherwise called, the place of meeting shall be the registered office of the Corporation in the State of Illinois; but if all members meet at any time and place, either inside or outside the State of Illinois, and consent to the holding of a meeting,

such meeting shall be valid without call or notice, and at such meeting any corporate action may be taken.

4. Notice of Meetings. Written notice stating the place, day and hour of any meeting of members shall be delivered, either personally or by mail, to each member entitled to vote at such meeting, not less than five nor more than sixty days before the date of such meeting, by or at the direction of the Chairperson, the Secretary, or the officers or persons calling the meeting. In case of a special meeting or when required by statute or by these by-laws, the purpose or purposes for which the meeting is called shall be stated in the notice. If mailed, notice of a meeting shall be deemed to be delivered when deposited in the United States mail and addressed to the member's address as it appears on the records of the Corporation, with postage thereon prepaid.

5. Informal Action by Members. Any action required by law to be taken at a meeting of members, or which may be taken at a meeting of members, may be taken without a meeting if a written consent setting forth the action so taken is signed by all members entitled to vote on the subject matter thereof.

6. Quorum. Members physically present and holding one-tenth of the votes which may be cast at any meeting shall constitute a quorum at such meeting. A quorum cannot be constituted in whole or in part through written proxies. If a quorum is not physically present at any meeting of members, a majority of members physically present may adjourn the meeting without notice.

7. Proxies. At any meeting of members, a member entitled to vote may vote by written proxy, executed by the member or his duly authorized attorney-in-fact. No proxy will be valid after eleven months from the date of its execution, unless otherwise provided in the proxy.

8. Manner of Acting. A majority of votes entitled to be cast on a matter to be voted upon by members present or represented by proxy, at any regularly-constituted meeting, shall be necessary for adoption thereof unless a greater proportion is required by law or by these by-laws.

9. Voting by Mail. Where Directors or officers are to be elected by members, such election may be conducted by mail in such manner as the Board of Directors determines.

10. Secrecy of Ballot. All election business shall be conducted as to preserve and ensure the secrecy of such ballots.

11. At all meetings where questions of parliamentary procedure arise, Robert's Rules of Order shall prevail.

ARTICLE V. BOARD OF DIRECTORS

1. General Powers. The Corporation shall be governed by its Board of Directors. Directors must be members of the Corporation.

2. Number, Tenure and Qualifications. The number of Directors shall be five. Each Director shall hold office until the next annual meeting of members and until his successor is elected and qualified.

3. Regular Meetings. A regular annual meeting of the Board of Directors shall be held without other notice than this by-law,

immediately after, and at the same place as, the annual meeting of members. The Board of Directors may provide by resolution the time and place, either inside or outside the State of Illinois, for holding additional regular meetings of the Board without other notice than such resolution.

4. Special Meetings. Special meetings of the Board of Directors may be called by or at request of the Chairperson or any two Directors. The person or persons authorized to call special meetings of the Board may fix any place, inside or outside the State of Illinois, for holding any such special meeting.

5. Notice. Notice of any special meeting of the Board of Directors shall be given in writing at least three days in advance, delivered personally, by mail, or by telefax to each Director at the address shown on the Corporation's records. If mailed, such notice shall be deemed delivered when deposited in the United States mail in a sealed envelope, postage paid. If notice is given by telefax, such notice shall be deemed delivered when the telefax is sent and delivery confirmed by the telefax equipment. Any Director may provide a written waiver notice of any meeting. Also, attendance of a Director at a meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board need be specified in the notice or

waiver of notice of such meeting, unless otherwise specifically required by law or by these by-laws.

6. Quorum. A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board; but if less than a majority of the Directors are physically present at said meeting, a majority of the Directors physically present may adjourn the meeting without further notice. A quorum cannot be constituted in whole or in part by written proxies. In no case shall a quorum consist of less than one-third of the members of the Board of Directors.

7. Manner of Acting. The act of a majority of Directors present physically or acting by written proxy, at a meeting at which a quorum exists, shall be the act of the Board of Directors, unless a greater number is required by law or by these by-laws.

8. Removal. Any member of the Board of Directors may be removed by, with or without cause, by the affirmative vote of two-thirds of the members present and voted, either in person or by proxy. No Director shall be removed at a meeting of members entitled to vote unless written notice of such meeting is delivered at least 21 days in advance to all members entitled to vote listing the purpose of the meeting and the name of the Director(s) sought to be removed.

9. Vacancies. Any vacancy on the Board of Directors and any directorship to be filled by reason of an increase in the number of Directors may be temporarily filled by affirmative vote of a majority of remaining Directors, through less than a quorum of the

Board of Directors. A Director elected to fill a vacancy shall be elected for the unexpired term of his predecessor, or the next annual meeting of the members, which ever shall be the first to occur.

10. Compensation. Directors shall not receive payment for services as Directors, or any other payment in any other capacity, from the Corporation, except that a Director may receive reimbursement for reasonable out-of-pocket expenses incurred on behalf of the Corporation upon submitting adequate documentation in support of such expenses.

11. Informal Action by Directors. Any action required or permitted by law or these by-laws at a meeting of Directors may be taken without a meeting if written consent stating the action so taken is signed by all Directors.

ARTICLE VI. OFFICERS

1. Officers. The officers of the Corporation shall be a Chairperson, Chairperson-Elect, a Corresponding Secretary, a Recording Secretary, a Treasurer and such other officers as elected in accordance with this Article. The Directors may elect or appoint such other officers, including one or more Assistant Secretaries and Assistant Treasurers, as desirable, such officers to have authority and perform duties set forth by the Board of Directors. Two or more offices may be held by the same person, except Chairperson and Secretary.

2. Election and Term of Office. The Corporation's officers shall be elected annually by the Board of Directors at their

regular annual meeting. If the election is not held at such meeting, such election shall be held as soon after as convenient. New offices may be created and filled at any meeting of the Board of Directors. Each officer shall hold office until his successor is elected and qualified.

3. Removal. Any officer may be removed by the Board of Directors whenever in their judgment the best interests of the Corporation would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the officer so removed.

4. Vacancies. A vacancy in any office due to death, resignation, removal, disqualification or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

5. Chairperson. The Chairperson shall be the chief executive officer and shall supervise and control all business affairs of the Corporation. He/she shall preside at meetings of members and of the Board of Directors. He/she may sign, with the Secretary or any other officer authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where signing and execution is expressly delegated by the Board of Directors, these by-laws, or statute to another officer or agent of the Corporation. He/she shall perform all duties incident to the office of Chairperson and other duties prescribed by the Board of Directors.

6. Chairperson-Elect. In the event of the Chairperson's absence, inability or refusal to act, the Chairperson-Elect shall perform the Chairperson's duties and, when so acting, shall have all the powers of and be subject to all the restrictions upon the Chairperson. the Chairperson-Elect shall also perform other duties as assigned by the Chairperson or the Board of Directors.

7. Treasurer. If required by the Board of Directors, the Treasurer shall give a bond for faithful discharge of duties in such sum and with such sureties as the Board of Directors orders. He/she shall have custody of and responsibility for all funds and securities of the Corporation; receive and give receipts for moneys due and payable to the Corporation, and deposit all moneys in the Corporation's name in such depositories as selected by the Board of Directors. He/she shall perform all duties incident to the office of Treasurer and such other duties as assigned by the Chairperson or the Board of Directors.

8. Corresponding Secretary. The Secretary shall see that all notices are given as required by these by-laws or the law; be custodian of corporate records and the Corporation seal, and see that the seal is affixed to all documents the execution of which on behalf of the Corporation under its seal is authorized by these by-laws; distribute ballots and election results to the members; receive and tally election ballots; notify AACC of election results; and keep a register of the address of each member as furnished by such member. He/she shall perform all duties incident

to the office of Secretary and such other duties as assigned by the Chairperson or the Board of Directors.

9. Recording Secretary. The Recording Secretary shall keep minutes of all meetings of the members and of the Board of Directors. He/she shall submit all such minutes for approval at the next-subsequent meeting. He/she shall maintain permanent records of all such minutes and transmit them to the succeeding Recording Secretary. He/she shall perform all duties incident to the office of Recording Secretary and such other duties as assigned by the Chairperson or the Board of Directors.

ARTICLE VII. FINANCES

1. The Board of Directors shall be responsible for the monitoring of all financial activities of the Chicago Section.

2. The Treasurer shall select a depository where all funds of the Chicago Section shall be deposited to the credit of the Section.

3. The Treasurer shall be responsible for assuring that the utilization of the Chicago Section resources shall be in accordance with the Association Bylaws and the Chicago Section Articles of Incorporation.

4. The Treasurer shall submit to the Association annually, a copy of the Chicago Section annual financial statements for the previous year and a copy of the annual report filed with the State of Illinois to maintain good corporate status.

5. The Chair shall appoint an Auditing Committee of two Members two months before the end of the term of the Treasurer.

This committee shall audit the books, attest to their correctness, and convey them to the new Treasurer.

ARTICLE VIII. CONTRACTS, CHECKS, DEPOSITS AND FUNDS

1. Contracts. The Board of Directors may authorize any officer(s) or agent(s) of the Corporation, in addition to officers authorized by these by-laws, to execute a contract or other instrument in the name of and on behalf of the Corporation. Such authority may be general or confined to specific instances.

2. Checks, Drafts, etc. All checks, drafts or orders for payment of money, notes or other evidences of indebtedness issued in the Corporation's name, shall be signed by the Corporation's officer(s) or agent(s) in such manner as determined by resolution of the Board of Directors. Absent such resolution, such instruments shall be signed by the Treasurer or an Assistant Treasurer and countersigned by the Chairperson or Chairperson-Elect.

3. Deposits. All funds of the Corporation shall be deposited to the credit of the Corporation in such depositories as the Board of Directors selects.

4. Gifts. The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest or devise for the general purpose or for any special purpose of the Corporation.

ARTICLE IX. BOOKS AND RECORDS

1. Keeping Books and Records. The Corporation shall keep correct and complete accounting books and records and minutes of meeting of members, Board of Directors and committees having any

authority of the Board of Directors; and shall keep at its registered or principal office a record of names and addresses of members entitled to vote. Such books and records may be inspected at the Corporation's offices by any member, his agent or attorney, for any proper purpose at any reasonable time, upon written request, stating the purpose thereof, to the Corporation at least ten days before the desired inspection.

2. Sending Reports to AACC. The Corporation shall submit to AACC by June 30 of each year a copy of its annual financial statements prepared in accordance with generally accepted accounting principles for the previous year and a copy of the annual report filed with its state of incorporation to maintain its good corporate standing in that state.

ARTICLE X. FISCAL YEAR

1. The fiscal year of the Corporation shall begin on the first day of January and end on the last day of December in each year.

ARTICLE XI. DUES

1. Annual Dues. The Board of Directors may determine the amount of annual dues, if any, payable to the Corporation by members of each class.

2. Payment of Dues. Dues, if any, shall be payable in advance on the first day of January each year. Dues of a new member shall be prorated from the first day of the month in which such new member is elected to membership, for the remainder of the year.

3. Default and Termination of Membership. When any member of any class defaults in payment of dues for six months from the beginning of the fiscal year or, if different, six months from the beginning of the period for which such dues became payable, his/her membership in the Corporation may thereupon be terminated by the Board of Directors as provided in Article III of these by-laws.

ARTICLE XII. COMMITTEES

1. The Standing Committees shall consist of Program, Awards, Nominating, Membership, and Publications.

2. The Program Committee shall be chaired by the Chair-Elect. The program shall be approved by the Board of Directors.

3. The Awards Committee shall select the awardees and administer the awards as outlined in the awards program.

4. The Publications Committee shall be responsible for the publication of the Chicago Newsletter. The Editor (or one of the Editors) shall be Chair of this committee.

5. Other committees shall be appointed by the Board of Directors as needed.

6. The Board of Directors, by resolution of a majority of Directors in office, may appoint one or more committees, which, to the extent provided in said resolution, shall have authority of the Board of Directors. However, not committee shall have authority of the Board of directors to amend, alter or repeal by-laws; to elect, appoint or remove a committee member, a Director or officer; to amend or restate Articles of Incorporation; to adopt a plan of merger or consolidation with another corporation; to authorize

sale, lease, distribution, exchange or mortgage of all or substantially all of the Corporation's property or assets; to authorize voluntary dissolution of the Corporation or revoke proceedings therefor; or to amend, alter or repeal a resolution of the Board of Directors which by its terms provides that it shall not be amended, altered or repealed by such committee. the designation of committee authority shall not relieve the Board of Directors, or an individual Director, of responsibility imposed upon it or him/her by law.

7. Committees without authority of the Board of Directors may be appointed by resolution of a majority of Directors present physically or acting by written proxy, at a meeting at which a quorum exists. Except as provided in such resolution, members of each such committee shall be members of the Corporation, and the Chairperson shall appoint the members thereof. Any member thereof may be removed by the Chairperson whenever in his/her judgment such removal serves the best interests of the Corporation.

8. Term of Office. Each committee member shall continue as such until December 31 or until his/her successor is appointed, unless the committee is first terminated, or such member is removed from such committee or ceases to qualify as a member thereof.

9. Chairperson. One member of each committee shall be appointed Chairperson by the person(s) authorized to appoint Committee members.

10. Vacancies. Vacancies in committee membership may be filled by appointments made as provided for original appointments.

11. Quorum. Unless otherwise provided by resolution of the Board of Directors designating a committee, a physically present majority of the whole committee shall constitute a quorum and the act of a majority of members physically present or acting by proxy at a meeting at which a quorum exists shall be the act of the committee.

12. Rules. Each committee may adopt rules for its government not inconsistent with these by-laws or with rules adopted by the Board of Directors.

ARTICLE XIII. ELECTIONS

1. Nominating Committee. The Nominating Committee shall be elected at the annual elections. It shall consist of five members of the Chicago Section elected from a slate of seven nominated by the previous Nominating Committee. The person receiving the greatest number of votes shall be Chair. Not more than three persons nominated for this committee may be incumbents. Officers may not be members of this Committee.

2. The Nominating Committee shall propose one or more names for each office to be filled, and seven names for the next Nominating Committee. Members may make suggestions for consideration. A petition signed by 10% or more of the voting members will place a person on the ballot provided they meet the qualifications of the office, and that the petition is received before 1 October. All candidates must agree to serve before their names can be put on the ballot. Space must be provided for write-in votes.

be appointed in order of the number of votes received in the last election.

ARTICLE XIV. AMENDMENTS

1. Amendments to these Bylaws may be proposed by a majority of the Executive Committee, or by a petition signed by at least 10% of the voting members.

2. The Corresponding Secretary shall mail proposed amendments to the voting members. The ballots must be returned to the Corresponding Secretary within three weeks of their mailing. An addressed envelope must be included for their return. An amendment will become effective immediately if two-thirds of the ballots cast are affirmative.

3. In case the Bylaws of the Association are amended or modified so that a given Article or Bylaw of the Chicago Section is not longer consistent with the Association Bylaws, the Chicago Section Board of Directors is empowered to act and amend the Chicago Section Bylaws to conform with the Association Bylaws. Approval of the Chicago Section membership shall not be required for such amendatory action to bring Chicago Section Bylaws into conformity with Association Bylaws.

ARTICLE XV. WAIVER OF NOTICE

1. Whenever any notice is required to be given under the provisions of the Illinois Non-for-Profit Corporation Act, the Articles of Incorporation, or these Bylaws, a waiver signed by the person or persons entitled to such notice shall be deemed equivalent to the giving of such notice.

ARTICLE XVI. SEAL

1. The Board of Directors shall provide a corporate seal, as required by the State of Illinois, which shall be in the form of a circle and shall have inscribed thereon the name of the Corporation and the words "Corporate Seal."

ARTICLE XVII. EFFECTIVE DATE

1. These Bylaws become effective following their adoption.