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**BYLAWS OF THE
OHIO VALLEY SECTION OF
THE AMERICAN ASSOCIATION FOR CLINICAL CHEMISTRY**

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ARTICLE I. Incorporation

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The name of this corporation shall be the Ohio Valley Section of the American Association for Clinical Chemistry, Inc. (herein called "Section"). The Ohio Valley Section shall be incorporated in accordance with the laws of the State of Ohio.

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ARTICLE II. Geographic Area

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The geographical area in which Section Members may reside shall be:

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A. All areas in Ohio near or within the metropolitan areas of Columbus, Dayton, and Cincinnati, defined by postal areas zip codes 430-433, 437- 438, and 450-459

B. Those areas within Indiana near or within the metropolitan areas of Muncie, Anderson, Indianapolis, and Bloomington defined by postal area zip 460-462 and 470-478.

C. Those areas within Kentucky near or within the metropolitan areas of Louisville, Lexington, and Ashland, defined by postal zip codes 400-403, 405-406, 410-411.

D. Those areas in West Virginia near or within the metropolitan area of Huntington defined by the postal zip codes 250-253, 255-257, 261-264, and 266.

ARTICLE III. Association Rules Govern

The Section shall be subject to and governed by the Constitution and Bylaws of the American Association for Clinical Chemistry, Inc. (herein called

1 “Association”) except as provided herein and no part of the Bylaws of the
2 Section shall be in conflict with the Constitution and Bylaws of the
3 Association.
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5 **ARTICLE IV. Purposes**

6 The purposes of the Section shall be the same as those of the Association.
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8 **ARTICLE V. Membership**

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10 A. Professional, Transitional, Trainee, Professional Affiliate, Express, Honorary
11 and Emeritus Members of the Association who reside within the geographical
12 area described in Article II of these bylaws or who request membership in the
13 Section shall comprise the Membership of the Section. Only Professional,
14 Transitional and Emeritus Members in good standing and residing within the
15 geographical area described in ARTICLE II of these bylaws shall have voting
16 privileges and be qualified to hold Section Office.
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18 B. The qualifications for Section membership shall be the same as defined in
19 the Bylaws of the Association.
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21 C. Discipline of members shall be as defined in Bylaws of the Association.
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23 **ARTICLE VI. Officer**

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25 A. The Section Officers, elected by the Members, shall be a Chair, a Chair-
26 Elect, a Secretary, and a Treasurer.
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1 **ARTICLE VII. Duties, Term and Election of Officers**

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3 **A. Chair**

4 1. Duties: The Chair shall be the Executive Officer for the Section, shall preside
5 at all official meetings, appoint the Chair of all Committees except the
6 Program Committee and be an ex-officio non-voting member of each
7 Committee, excluding the Nominating Committee. The Chair may, when
8 urgent matters require action by the Section membership, call a special
9 meeting of the membership by email notice to the membership no later than
10 14 days before the meeting.

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12 2. Term: The Chair shall serve for two (2) years. The term of Office shall
13 start January 1st of the initial year and terminate December 31st the following
14 year. The Chair shall not be eligible for re-election to this Office until two (2)
15 years have elapsed following the Chair’s last term of office. In the event
16 the Office of Chair becomes vacant, the Chair-Elect shall become
17 Chair for the remainder of the term.

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19 **B. Chair-Elect**

20 1. Duties: The Chair-Elect shall preside at meetings in the absence of
21 the Chair, act for the Chair in the case of the Chair’s absence or
22 disability and serve as Chair of the Program Committee.

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24 2. Term: The Chair-Elect shall serve for two (2) years in that office, in
25 effect as Vice-Chair, and be designated as Chair at the conclusion of the two-
26 year term of the presiding Chair. Term of office shall start January 1st and
27 terminate December 31st.

1 **C. Secretary**

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3 1. Duties: The Secretary has the duties normally associated with this office
4 including:

- 5 a. Keep minutes of and a record of attendance at all meetings of the
6 Section at which business is conducted and submit them for approval at
7 subsequent meetings.
- 8 b. Maintain the minutes of meetings as a record and transmit them to the
9 succeeding Secretary.
- 10 d. Carry out such correspondence of the Section as is delegated by the
11 Chair.
- 12 e. Distribute notices of meetings and ballots; receive and tally election
13 ballots; notify the membership of election results.
- 14 f. Notify the Association Secretary and Executive Vice President of the
15 results of election of Officers.
- 16 g. Maintain a copy of the Section Bylaws.

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18 2. Term: The Secretary shall serve for two (2) years. The term of Office shall
19 start January 1st and terminate December 31st. The Secretary shall not serve
20 for more than three (3) consecutive terms or six (6) consecutive years. If the
21 Office of Secretary becomes vacant, the Chair shall appoint a successor for the
22 remainder of the term. Such an appointee shall be eligible for election to any
23 Office at the end of that term.

24
25 **D. Treasurer**

26 1. Duties: The Treasurer shall have the duties normally associated with the
27 office including:

- 28 a. Receive and disburse all monies belonging to the Section.
- 29 b. Maintain accurate and current records of all credits, debits and
30 balances.
- 31 c. Present a financial statement of receipts, disbursements and current
32 balances at official meetings.
- 33 d. Provide accurate records to be passed to succeeding treasurers and
34 distribute statements for annual Section dues to the membership.
- 35 e. Prepare an annual budget to be presented to the membership.
- 36 f. Maintain a record of all corporate sponsors and their response to
37 solicitation.

1 g. File appropriate reports with State and federal authorities.
2 2. Term. The Treasurer shall serve for two (2) years. The term of office shall
3 start January 1st and terminate December 31st. The Treasurer shall not serve
4 for more than three (3) consecutive terms or six (6) consecutive years. If the
5 Office of Treasurer becomes vacant, the Chair shall appoint a successor for
6 the remainder of the term. Such an appointee shall be eligible for election to
7 any office at the end of that term.

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10 **F. Election**

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12 1. The following are to be elected: Chair-Elect, Secretary, and Treasurer. The
13 Chair shall be the incumbent in the Office of Chair-Elect during the previous
14 year except in the case of an appointed Chair-Elect. In that case, the
15 appointed Chair-Elect shall succeed to the Office of the Chair, but serve only
16 until relieved by a duly elected successor.

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18 2. Nominees may be self-nominated or nominated by a Member.

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20 3. All nominees must have agreed to accept their nomination.

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22 **Election Process:**

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24 a. Election shall be by a secure electronic voting service. Active members on
25 December 1 of the year will have a voting period of at least two (2) weeks to
26 enter a ballot. The presiding chair will administer the vote for each open
27 position.

28
29 b. The Secretary shall notify the National Executive Office of the results of the
30 election prior to the year in which the Officers-Elect will serve.

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32 c. The nominee elected to office will be determined by the Condorcet
33 method.

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35 d. Each Officer shall hold office until his or her successor is elected.

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37 **G. Resignations of Officers**

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2 1. The resignation of the Chair shall be submitted in writing to the Executive
3 Committee and upon acceptance the Chair-Elect shall assume the Office of
4 Chair.

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6 2. The resignation of the Chair-Elect shall be submitted in writing to the Chair
7 and upon acceptance, the Executive Committee shall appoint a successor for
8 the remainder of the term until relieved by duly elected and qualified
9 successor.

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11 3. The resignation of the Secretary or Treasurer shall be submitted in writing
12 to the Chair.

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14 4. If the Office of Secretary or Treasurer becomes vacant, the Chair shall
15 appoint a successor for the remainder of their term. Such an appointee shall
16 be eligible for election to any Office at the end of that term.

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18 **I. Board of Trustees**

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20 The Officers and the immediate Past-Chair of the Section shall constitute the
21 Board of Trustees for the purpose of Ohio revised code Section 1702.01 (K).

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23 **J. Executive Committee**

24 1. Duties: The Section Executive Committee shall determine Section Activities.
25 The Executive Committee shall perform such other duties as delegated by the
26 Chair. The Executive Committee shall appoint, annually, an AACC Artery
27 Ambassador.

28
29 2. Members: The Chair of the Section shall serve as Chair of the Executive
30 Committee with the following members:

- 31 a. The Executive Committee shall consist of the Board of Trustees.
32
33 b. Each member of the Executive Committee shall have the privilege of
34 voting on issues brought before the Committee.
35 c. A quorum of the Executive Committee for the conduct of Section
36 business shall consist of the Chair or Chair-Elect plus two other elected
37 officers.

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2 d. Meetings of the Executive Committee may be called by or at the request
3 of the Chair or any two Trustees.

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5 e. The Executive Committee shall be responsible for the approval of the
6 expenditure of Section funds in accordance with the rules and
7 regulations of the Section.
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10 ARTICLE VIII. Committees

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12 A. The Section Chair shall organize committees with membership solicited to
13 the general membership on an as needed basis.
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15 ARTICLE X. Fiscal Matters

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17 A. Fiscal Year: The Fiscal year of the Section shall begin on January 1st and end
18 on December 31st.
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20 ARTICLE XI. Membership Meetings

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22 A. The Section Members shall convene for no less than one (1) meeting per
23 annum. The Membership Meeting should, when possible, coincide with one of
24 the Section's Scientific Meetings. Meetings may be held in or outside the State
25 of Ohio as may be specified in the Notice of the Meeting.
26

27 B. Special Meetings: Special meetings of Members may be called by the Chair,
28 Board of Trustees, or not less than one-tenth of Members who have voting
29 rights.
30

31 C. Notice of Meetings: Written notice stating the place and time of any
32 Membership Meeting shall be emailed to the eligible voting membership, by
33 or at the direction of the Chair or the Board of Trustees.
34 In case of a special meeting, the purpose for which the meeting is called shall
35 be stated in the notice.
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1 D. Quorum: A Quorum for the transaction of any business at any official
2 meeting should consist of a minimum of 10% of the Voting Members of the
3 Section.

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5 E. At all meetings where questions of parliamentary procedure arise, Robert's
6 Rules of Order, Revised shall prevail.

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9 ARTICLE XII. Amendments

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11 A. These Bylaws may be amended at any official meeting of this Section if
12 approved by two-thirds of a quorum or by affirmative online vote of two-
13 thirds of the eligible Voting Members of the Section. Written notice of
14 proposed changes in this document must be available to the Members not
15 less than thirty (30) days nor more than sixty (60) days prior to the meeting at
16 which these changes are to be considered.

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19 B. These bylaws shall become retroactively effective 12/31/2019.