

Constitution of the
Optical Society of America
Ann Arbor Section

ARTICLE I

Name

The name of this society shall be the Optical Society of America, Ann Arbor Section.

ARTICLE II

Aim and Purpose

It is the aim and purpose of this society to stimulate the knowledge of optics in all its branches, pure and applied, to promote the mutual interests of its members and encourage free discussions of problems and discoveries among investigators of optical problems, designers, manufacturers, and users of optical apparatus.

ARTICLE III

Officers

The officers of this society shall be a president, a vice president who shall be designated as president elect, a secretary, a treasurer, and an executive council consisting of the above officers, the retiring president of the society who shall be designated as the past-president, the chairman of the program committee, as defined below (by-laws III-2), and four members at large who shall also be members of the program committee. All officers of this society shall be members of the National Optical Society of America.

ARTICLE IV

Membership

Membership in the society shall be either Emeritus, regular, student, or corporate.

ARTICLE V

Contributed Papers

At each formal meeting of the society, contributed papers not exceeding 10 minutes in length may be presented by any member in good standing of the society. The chairman of the program committee shall be notified at least one day before the meeting at which the contributed paper is to be presented and shall schedule said paper upon approval by the president.

ARTICLE VI

Amendments

After recommendation by two-thirds of the executive council, this constitution shall be amended when any proposed amendment is favored by three-fourths of all members voting upon it. A copy of every proposed amendment shall be mailed to each member of the society at least ten days before the vote is taken. The vote shall be taken by mail ballot.

BY-LAWS

I. Membership

Section 1. Eligibility. Any person or corporation interested in the advancement of optics and/or closely allied sciences and in the welfare of this society shall be eligible for membership.

Section 2. Emeritus Membership. Any person who has done eminent service in the advancement of optics or closely allied sciences is eligible for Emeritus membership in the society. Election to Emeritus membership will be by unanimous vote of all ten members of the executive council. At no time shall the number of Emeritus members exceed 5 or 2% of the membership of the society, whichever is larger. Emeritus members shall pay no dues, but shall be eligible to hold office, vote and participate in all activities, duties and privileges of the society.

Section 3. Regular Membership. Any person interested in the advancement of optics and/or closely allied sciences and in the welfare of this society shall be eligible for regular membership. Regular members shall pay dues of \$2.00 per annum.

Section 4. Student Membership. Any student in a college or university who does not desire to become a regular member shall be eligible for student membership in the society. Student members shall neither vote nor be eligible for election to the executive council of the society. Any student member who is a member of the National Optical Society of America shall pay no dues. Other students shall pay dues of \$1.00 per annum.

Section 5. Corporate Membership. Any corporation interested in the advancement of optics and/or closely allied sciences and in the welfare of this society shall be eligible for corporate membership. Corporate members shall pay dues of \$25 per annum.

Section 6. Application for Membership. Applications for membership in this society shall state the candidates name, position, and qualifications for membership and must be signed by a member of the society. They shall be forwarded to the treasurer of the society, with the first year's dues.

Section 7. Election to Membership. Applicants shall be admitted to membership in the society when admission is approved by a majority of the executive council.

Section 8. Duties and Privileges. All Emeritus and regular members shall have the right to vote at elections, to attend meetings of the society and to hold office, except that all officers of this society shall also be members of the National Optical Society of America.

Section 9. Termination of Membership. Membership in this society may be terminated by action of a majority of the executive council. If a member fails to pay his dues by the first day of September for the fiscal year for which said dues apply, he shall be served with a bill for dues accompanied by a copy of this section of the by-laws. If the arrears of said member remain unpaid by the first day of October of that fiscal year, said member shall be suspended from membership. A member suspended by reason of failure to pay dues may be reinstated by affirmative action of the executive council upon payment of the dues for the current fiscal year.

II. Collections and Disbursements

Section 1. Dues. Each regular member shall contribute two dollars annually, and corporate members twenty-five dollars annually toward the expenses of the society. Emeritus members shall not pay dues. Any student member who is a member of the National Optical Society of America shall not pay dues to the Ann Arbor Section; other student members shall pay one dollar annually.

Section 2. Disbursements. Disbursements to meet the normal expenses of the society such as postage, typing and printing of meeting announcements, shall be made on the authority of the treasurer. The treasurer is authorized to buy a meal for any invited speaker. Other disbursements shall receive prior approval by a majority of the executive council.

Section 3. Salaries. All officers shall serve without salary.

Section 4. Ownership of Society Property. The society shall not be operated for profit and its entire properties as such, and facilities shall be devoted to the purposes for which it is organized as set forth in the constitution and by-laws as the same, from time to time, may be amended. No member shall have any right to or any share or interest in any of the property or assets of the society. The funds of the society shall be maintained in a bank account in the city of Ann Arbor, Michigan, under the name of the society. The authorized signature for this account shall be that of the treasurer.

Section 5. Fiscal Year. The fiscal year of the society shall be from May 1 of one year to April 30 of the following year.

III. Officers

Section 1. Regular Officers. The duties of the president, vice president-president-elect, secretary, treasurer and chairman of the program committee shall be the usual ones pertaining to such offices. The president shall be a member of all committees defined in Section 3 of this by-law. The secretary and treasurer shall make reports to the society at its annual business meeting. The treasurer's report shall be audited by two members of the society appointed by the retiring president for that purpose. The retiring secretary shall transmit to the Secretary of the Optical Society of America, after the annual business meeting and before the end of that fiscal year, a resume of the activities of the Ann Arbor Section for the year past, including the program of meetings and the names of the officers elected for the coming year. The treasurer shall be bonded to an amount to exceed the maximum anticipated value of the treasury during his tenure of office. The bonding fee shall be paid by the treasury of the society.

Section 2. Executive Council. The executive council shall direct all affairs and activities of the society not otherwise provided for by the constitution as well as perform those specific duties assigned to it by the constitution or by vote of the society. The chairman of the program committee shall nominate four members of his committee for appointment to the executive council. These appointments shall become effective upon approval by the president and two other officers of the society not including the program chairman.

Section 3. Program Committee - Plant Representatives. The chairman of the program committee shall appoint several members to serve as the program committee. All such appointments shall receive prior approval by the president of the society. The members of the program committee shall be distributed, insofar as possible, among the major scientific laboratories and industries of the vicinity of Ann Arbor, Michigan. The members of the program committee shall be considered "Plant Representatives". In addition to assisting the chairman of the program committee, each plant representative shall, within his plant, solicit new members, publicize the meetings of the society, and otherwise promote the interests of the society.

Section 4. Committees. The president shall appoint committees from time to time which, in his opinion, will further the aims of the society.

IV. Election of Officers

Section 1. Eligibility. Officers shall be elected from the membership of the society. The president shall be ineligible for election to a second successive term. However, the retiring past-president may be elected to the office of vice president-president-elect. Other officers may be reelected to successive terms. Student members are ineligible for election to the executive council. All officers shall be members of the National Optical Society of America.

Section 2. Time of Election and Assumption of Duties. Officers shall be elected by mail ballot prior to the annual business meeting. They shall assume office on May 1. The retiring vice president-president-elect shall assume the office of president at that time and the retiring president shall assume the office of past-president.

Section 3. Mode of Election. The president shall appoint a nominating committee of three members. This committee shall place in nomination one name for vice president-president-elect, for secretary, for treasurer and for program chairman. Additional candidates may be nominated by a petition signed by at least five members of the society. Such petitions shall be received by the secretary before February 1. Notice of all nominations and a ballot shall be mailed to each member of the society in February. The ballots shall be counted by the secretary and at least one other officer during the last week in March.

Section 4. Term of Office. All officers shall serve for a period of one year unless reelected. No person shall hold more than one office at one time.

Section 5. Vacancies. Any vacant office shall be filled by a majority vote of the executive council.

V. Meetings

Section 1. Meetings of the Society. Meetings of the society shall be held once during each of the following months: September, October, November, January, February, March, April and May, except that no meeting shall be held in the months (usually October and March) in which the National meetings of the Optical Society of America are scheduled. Additional meetings may be held from time to time if recommended by the president and approved by a majority of the executive council. Ordinarily the meetings shall be held at 8:00 p.m. on the second or third Thursday of the month. However, this may be varied at the discretion of the president if, by so doing, he can acquire the services of a speaker not otherwise available. The annual business meeting of the society shall be held in April of each year.

Section 2. Meetings of the Executive Council. The president shall call meetings of the executive council as he deems necessary. Ordinarily, such meetings shall be held before or after the close of the regularly scheduled meetings.

Section 3. Quorum. A quorum necessary for the transaction of business shall be twenty for the society and five for the executive council. Unless otherwise stated in the by-laws, any action of the executive council must be approved by a majority of the council present at that meeting.

VI. Demise of this Society

Section 1. Membership. In the event that the number of dues paying members of this society falls below 10, the society may be disbanded by a majority vote of all surviving members.

Section 2. Ownership of Society Property. In the event that this society disbands, all property and assets of this society shall become the property of the National Optical Society of America. Two of the surviving members shall be appointed by the president or shall be elected by the membership to make all necessary arrangements to transfer said property and assets to the Optical Society of America. Upon completion of the transfer, this society shall cease to exist.

VII. Revision of By-Laws

After recommendation by a majority of the entire executive council, by-laws may be enacted, suspended or amended by a two-thirds vote of the members present at any meeting of the society.