

# **AUSTIN GEOLOGICAL SOCIETY CONSTITUTION (REVISED 2017)**

Approved October 7, 1965  
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Revised October 7, 2013  
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## **ARTICLE I Name and Objectives**

Section 1. This organization shall be named “Austin Geological Society.”

Section 2. The objectives of the Society are:

- 1) to stimulate interest in and promote advancement of geology;
- 2) to facilitate discussion and dissemination of geologic information;
- 3) to encourage social and professional cooperation among geologists and associated scientists;
- 4) to maintain a high professional standing among the members; and
- 5) to enhance public understanding of the professional activities of the members.

## **ARTICLE II Membership**

Section 1. The members of the Society shall consist of persons concerned with the science and practice of geology.

Section 2. Various classifications of memberships and qualifications thereof shall be established by the Bylaws of the Society.

## **ARTICLE III Government**

The government of the Society shall be vested in five (5) elected officers and an Executive Board. The composition of this government, the manner of selection, the terms of office, the specific duties, responsibilities, and other matters relevant to such bodies and officers shall be as provided in the Bylaws of the Society. Any responsibility and authority of government of the Society not otherwise specified in these governing documents shall be reserved for the Executive Board.

**ARTICLE IV**  
**Amendments**

Amendments to this Constitution may be proposed at any time by petition signed by at least 20 percent of the Active Members or by the Executive Board. Adoption of such amendments shall be by ballot in which approval is given by at least three-fourth of the total number of Active Members. There shall be an intervening Regular Meeting before the balloting and subsequent to the submission of the amendment.

**ARTICLE V**  
**Dissolution of Society**

In the event it should be deemed advisable to dissolve the Society, all assets at the time of dissolution shall be donated to a worthy geologic cause, as selected by the Executive Board.

**ARTICLE VI**  
**Bylaws**

The Bylaws, consisting of seven (7) articles as appended hereto, are adopted and may be amended, enlarged, or reduced as provided in the Bylaws.

# AUSTIN GEOLOGICAL SOCIETY BYLAWS (REVISED 2013, 2017)

## ARTICLE I

### Membership

Section 1. The membership of this organization shall be made up of Active, Honorary, and Student Members.

- 1) To be eligible for Active Membership, an applicant shall have a degree in geology from a recognized college or university, or the equivalent experience, or have been actively engaged in the application of geology or related scientific or professional work for a minimum of two (2) years.
- 2) Consideration for Honorary Membership shall be based on continued dedication and service to the Austin Geological Society. Honorary members shall be selected by the Executive Board. Any Active Member may submit the name of an individual to the Executive Board for consideration as an Honorary Member.
- 3) Any person who is a student in good standing, studying for a degree in geology or related science, is eligible for Student Membership. Student Members shall not be eligible to vote or hold elective office.

Section 2. Any member who is in arrears of dues or legally incurred indebtedness to the Society shall be suspended from the Society. The Chair of the Membership Committee, consulting with the Treasurer, shall restore former membership status to any such suspended member when the indebtedness has been liquidated.

Section 3. All Active, Honorary, and Student Members shall be guided by the highest standards of business ethics, personal honor, and professional conduct. Any member who, after proper investigation by the Executive Board, is found guilty of violating any of these standards of conduct may be admonished, suspended, allowed to resign, or expelled from membership at the discretion of the Executive Board.

Section 4. Applicants for membership shall submit an application and dues to the Treasurer. Membership applications shall include the following information:

- 1) Professional affiliation,
- 2) Education, and
- 3) A statement of how the prospective member qualifies for membership.

## ARTICLE II

### Dues and Special Assessments

Section 1. The annual dues for Active Members and Student Members of the Society shall be established at the beginning of each administrative year by the Executive Board. Dues shall be payable on or before November 1 each year. No dues shall be required of Honorary Members.

Section 2. Dues for new members who join the Society after the beginning of the administrative year shall be prorated according to the quarter of the administrative year.

Section 3. Members who are in arrears for dues and/or special assessments for a period of three (3) months shall be deemed suspended and may be dropped from the rolls at the discretion of the Membership Committee Chair.

## ARTICLE III

### Officers

Section 1. The officers of this organization shall be the President, President-Elect, Vice-President, Secretary, and Treasurer. The tenure of these officers shall be one (1) administrative year, except for the Secretary and Treasurer, who shall serve staggered two-year terms.

Section 2. The duties of the President shall be to preside at all meetings, call Special Meetings, appoint such committees as are not provided for in the Bylaws, and, jointly with the Secretary and Treasurer, sign all written contracts and other obligations of the Society. The President shall assume the duties of Chairperson of the Executive Board and supervise the business of the Society. The President shall also be responsible for certifying the Treasurer's annual audit of financial records.

Section 3. The duties of the President-Elect and Past-President shall be to participate in Executive Board meetings. The President-Elect will serve as understudy to the President, and will assume the office of the President the following year. The President-Elect shall also serve as Chairperson of the Election Committee. The duties of the Past President will be to serve as Society parliamentarian and to appoint and Chair the Constitution and Bylaws Committee as required.

Section 4. The duties of the Vice-President shall be to assume the office of president when a vacancy for any cause occurs and assume the duties of the President during the absence or disability of the President. In addition, the Vice-President shall serve as Chairperson of the Meetings & Social Events Committee and the Technical Program Committee. The Vice-President is also responsible for making arrangements for a meeting place for Regular

Meetings of the Society as well as logistics for those meetings (meeting room set up, access and close-down, audio/visual equipment, and refreshments, in consultation with the President).

Section 5. The duties of the Secretary shall be to keep the Minutes as required, to attend to all correspondence and press notices, to receive and be custodian of all documents and papers of the Society, to maintain oversight of a current digital roster of the Society membership, to work with the Treasurer and Membership Committee Chair to maintain and utilize the digital membership roster, and to notify all Executive Board members of each Executive Board Meeting. The Secretary shall also serve as Chairperson of the Newsletter Committee. The Secretary, jointly with the President and Treasurer, shall sign all written contracts and other obligations of the Society and shall assume the duties of the President in the absence of the President and Vice-President.

Section 6. The duties of the Treasurer shall be to receive and disburse all funds as authorized by the Society, to keep accurate accounts thereof, and to submit annually a report of the Treasurer's records for auditing. The Treasurer shall work with the Secretary and Membership Chair to maintain and utilize the digital membership roster. The Treasurer shall be present or delegate a substitute to be present at each Regular Meeting to collect monies and membership applications. The Treasurer, jointly with the President and Secretary, shall sign all written contracts and other obligations of the Society, and shall assume the duties of the President in the absence of the President, Vice-President, and Secretary.

Section 7. The Executive Board shall consist of the President, President-Elect, Vice-President, Secretary, Treasurer, and the most recent available past President. The Executive Board's duties shall be to appoint officers to fill vacancies occurring during the administrative year, except the office of President to which the Vice-President shall succeed; to serve as the Technical Program Committee, to select by simple majority, the recipients of awards and scholarships and decide, by simple majority, which activities and projects the Society will choose to fund/support/sponsor, and to have general supervision of the organization. In the event of a split vote, the President will cast the deciding ballot.

Section 8. The election of officers shall be held at the Annual Meeting. Nominations shall be made by the Election Committee consisting of the President-Elect and at least two members appointed by the President-Elect. This Committee shall nominate one or more candidates for each elective office to be announced in the Society Newsletter prior to the Annual Meeting. At the Annual Meeting, additional nominations may be made from the floor following the report of the Election Committee. The Election Committee shall be responsible for preparation, distribution, and collection of the ballots at the Annual Meeting, and the tabulation of the results of said balloting. The committee shall present the results of the balloting to the President of the Society during the Annual Meeting so that the newly elected officers may be presented to the Society. Voting shall be by secret ballot. Ballots shall be distributed during registration at the Annual Meeting and shall be returned to the Election Committee upon completion. If none of the candidates for a particular office obtains a majority of the votes cast, the candidate with the least

number of votes shall be eliminated and a second ballot taken. If there is a tie between two candidates, a second ballot shall be taken at the Annual Meeting. If, after the second ballot, there is still a tie, the winner shall be decided by a coin toss.

## ARTICLE IV

### Standing Committees

Section 1. There shall be the following Standing Committees within the Society:

- Publications Committee,
- Technical Program Committee,
- Newsletter Committee,
- Field Trip Committee,
- Membership Committee,
- Web Committee,
- Awards & Scholarships Committee,
- Education Committee,
- AGS Bulletin Committee,
- Professional Affairs Committee,
- Finance Committee,
- Constitution and Bylaws Committee,
- Election Committee,
- Meetings & Social Events Committee

The President shall appoint a Chairperson to those committees not already chaired by an officer. These appointments shall be for one administrative year. The Chairperson of a Standing Committee may, in turn, select any additional members in good standing with the Society to his or her committee.

The President may appoint any special committees as the Executive Board may authorize. Any Committee Chairperson or member may be removed and replaced by a new appointee upon majority action of the Executive Board.

Section 2. The purpose of the Publications Committee is to oversee the sale of Society publications and assist in the publication of any other manuscripts or documents the Executive Board may authorize.

Section 3. The function of the Technical Program Committee is to provide a program for the Regular Meetings of the Society.

Section 4. The function of the Newsletter Committee shall be to prepare and distribute a newsletter to serve as an announcement of Society Meetings.

Section 5. The purpose of the Field Trip Committee shall be to organize the Society field trips on a suggested schedule of one in the fall and one in the spring.

Section 6. The Membership Committee shall encourage membership, assist the Newsletter Chairperson, work with the Secretary and Treasurer to maintain and utilize the digital membership roster.

Section 7. The Web Committee shall be responsible for the design and upkeep of the Society Web page.

Section 8. The Awards & Scholarships Committee shall nominate and recommend award and scholarship candidates to the Executive Board.

Section 9. The Education Committee shall be responsible for promoting and facilitating AGS involvement in earth science education in Austin-area schools and outreach to the general public.

Section 10. The AGS Bulletin Committee is composed of an Editor (Chairperson) and an editorial team responsible for reviewing and publishing geoscientific papers and notes of local or regional interest to AGS and its members. Content developed by the Bulletin Committee shall be distributed to the Web Committee for on-line publication on the AGS website and/or other formal publications.

Section 11. The Professional Affairs Committee shall monitor developing issues and rulings of the Texas Board of Professional Geoscientists and provide timely notice of such to AGS members, through notices posted in e-mail bulletins, newsletters, the AGS website, or announcements at regular meetings.

Section 12. The Finance Committee shall conduct annual audits of Society finances, as reported by the AGS Treasurer, and deliver a report to the Executive Board, which shall be published timely in the AGS newsletter.

Section 13. The Constitution and Bylaws Committee shall prepare revisions of the Constitution and Bylaws, as instructed by the Executive Board under the direction of the Past President, for consideration of the membership, consistent with the AGS Constitution and Bylaws.

Section 14. The Election Committee shall identify and recruit qualified members to stand for election to AGS officers, and oversee annual elections at the regular May meeting, consistent with Article III, section 8 of these Bylaws.

Section 15. Meetings & Social Events Committee shall assist the Vice President with conduct of AGS meetings, as well as plan and oversee special social meetings and/or special/technical events, consistent with Article III Section 4 of these Bylaws.

## ARTICLE V

### Meetings

Section 1. The meetings of the Society shall be of three classes: Regular, Executive Board, and Annual.

Section 2. The Society shall hold at least one Regular Meeting each month from August through June except that, by vote of the Executive Board, additional Regular Meetings may be held or Regular Meetings may be discontinued for a period not to exceed three months. The appropriate time and place for Regular Meetings shall be selected by the Vice-President or a delegated Committee. The May meeting may be held concurrently with the Annual Meeting (see Section 4).

Section 3. Executive Board Meetings shall be held at such times and places and for such purposes as the Executive Board deems necessary and as announced by the President.

Section 4. The Annual Meeting shall be held during the month of May at a place and time designated by the Executive Board. The purpose of this meeting will be to complete the business of the administrative year and shall include the following order of business:

- 1) Report of the Executive Board, the President, the Treasurer, and the Standing Committees. Standing Committees may be considered with the report from the President.
- 2) Old or unfinished business.
- 3) New business.
- 4) Election of new officers.
- 5) Program.
- 6) Presentation of new officers.

Section 5. The administrative year shall be from August 1 of one year to July 31 of the following year.

## ARTICLE VI

### Awards

Section 1. The Awards Committee shall submit recommendations to the Executive Board for the Public Service Award, the Distinguished Service Award, and for scholarships to be awarded by the Society.

Section 2. The Public Service Award shall be given to recognize contribution of members to the Society to public affairs and to encourage geologists to take a more active part in such affairs. The recipient shall be a member of the Society, but may be in any class of membership. This



award may be given without regard to previous awards. Granting the award in any year shall be discretionary.

Section 3. The Distinguished Service Award shall be given to members who have distinguished themselves in singular and beneficial long-term service to the Society. The emphasis shall be on long-term and, at the same time, meaningful service to the Society. The term singular does not necessarily mean without precedence, but rather that the activity be specific as distinguished from general service. More than one member of the Society may be considered in any one year for the award, but Honorary Members should generally be excluded.

Section 4. Scholarships shall be awarded from endowed scholarship funds in accordance with the regulations set forth in those funds. In the case of the Austin Community Foundation Scholarship, the Executive Board shall award scholarship recipients from candidates recommended by the student advisors in the Jackson School at the University of Texas to the AGS Awards Committee. Granting scholarships in any year shall be discretionary, based on availability of funds and nominations presented.

## **ARTICLE VII**

### **Amendment to Bylaws**

Amendments to the Bylaws shall be made by vote of three-fourths of the Active Members present at any Regular Meeting, provided that due notice of the proposed amendment has been submitted to the members of the Society at least two weeks in advance of the date on which the ballot is taken, and provided a quorum (twenty-five percent of the Active Membership as determined by the Treasurer and Membership Chair) is present at said meeting.