

Rules of Procedure for SIAM Sections

This Section Rules of Procedure (hereinafter called "Rules") applies to the SIAM Section called "The Washington-Baltimore Section of SIAM" (SIAM-WashBalt).

The Section to which these Section Rules apply is formed under the aegis of SIAM, and shall operate within its bylaws. This Section shall not affiliate with any other organization without first obtaining the written approval of the SIAM Board of Trustees or its designee. No provisions of these Section Rules shall be construed so as to contradict the SIAM Bylaws.

These Section Rules may be modified by the Board with due notice to the Section.

Article I: Purpose

The objectives of SIAM, as established in its Certificate of Incorporation, are

- To further the application of mathematics to industry and science.
- To promote basic research in mathematics leading to new methods and techniques useful to industry and science.
- To provide media for the exchange of information and ideas between mathematicians and other technical and scientific personnel.

Article II: Activities

Anticipated activities for the Section include:

- Organizing and hosting periodic meetings across the Section at Universities and organizations local to the Section

Article III: Territory

The Section shall encompass all areas including and surrounding the Washington D.C. and Baltimore metro areas. This includes counties in Washington D.C., Maryland, Virginia, and Delaware.

Article IV: Membership

Section 1. Any member of SIAM engaged or interested in mathematics and its applications and who is a resident of the geographical area assigned to the Section shall be eligible for membership in the Section. Any member of SIAM who does not live in the geographical area of the Section may join the Section and participate in its activities, except that that member will not be a voting member nor will that member be eligible for office in the Section. A candidate for nonresident membership shall be advised of these rules at the time of that member's application for membership. Section members will be designated as nonresident members if they reside outside the geographical area of the Section.

Section 2. There is no membership fee for Section members.

Section 3. All members of SIAM who reside in the Section may serve as Section Officers. In addition, any interested person within the geographic area is welcome to attend and participate in Section activities.

Section 4. A Section member can terminate his/her Section membership by sending a formal email notification to the Section Secretary/Treasurer (see Article V).

Article V: Officers

Section 1. The Section shall have a President and Secretary/Treasurer. The Wash-Balt Section may establish additional officers as it deems necessary to conduct its affairs. Officers shall be regular members of SIAM in good standing.

Section 2. The President of the Section shall preside at the business meetings of the Section and the meetings of the Section Executive Committee, if any (see Article VI). In the absence of the President, the Secretary/Treasurer shall assume the duties of the President. In the absence of the latter, the SIAM Board of Trustees will select a member of the Section to assume the duties.

Section 3. The Secretary shall keep a record of the affairs of the Section, handle correspondence, and submit an annual report of Section activities to the Secretary of SIAM upon request.

Section 4. The Treasurer shall receive and take custody of Section funds, and shall submit an annual Treasurer's Report and other financial reports, as requested, to the Treasurer of SIAM. The annual Treasurer's Report shall be prepared upon request.

Section 5. The term of office for Section Officers shall be two years to permit staggering of terms and foster continuity of Section management. Re-election of Officers for an additional term is permissible.

Article VI: Executive Committee

Section 1. The SIAM-WashBalt Section does not have an Executive Committee.

Article VII: Other Committees

Section 1. The SIAM-WashBalt Section has no permanent committees.

Article VIII: Meetings

Section 1. There shall be at least one technical meeting per year.

Article IX: Elections

Section 1. Section elections may be conducted at the annual Section business meeting (which typically occurs at the Section Annual Meeting), or by email ballot. The winners of the election shall be determined by the plurality of the votes cast for each office.

Section 2. The nominating committee shall be appointed by the President. The nominating committee will finalize the list of the nominees and announce the election results.

Article X: Annual Business Meeting

Section 1. The Section shall conduct an annual Section business meeting (which typically occurs at the Section Annual Meeting). Other business meetings may be called by the President or the Treasurer on four weeks' notice.

Article XI: Section Funds

Section 1. The Section may collect registration fees for Section meetings, and otherwise raise funds in any lawful manner consistent with these Section Rules and the bylaws and certificate of incorporation of SIAM.

Section 2. The Section shall deposit all unused funds to which it has legal title in excess of \$200 in an insured savings account, unless current operating commitments are in excess of that amount or unless the Section Treasurer obtains a written authorization from the SIAM Treasurer.

Section 3. The Section Treasurer shall maintain books of account that show income and expense items for all activities and balances for all accounts of the Section.

Section 4. Requests for funds in support of Section activities in a budget year shall be made in writing to the designated office in SIAM HQ by September 15 of the previous year. The budget request will be evaluated as part of the operating budget review. Other requests for funds shall be substantiated by a proposed budget for expenditures and a current statement of accumulated revenue and expenses.

Section 5. No officer or member of the Section may apply for a grant to support Section activities or enter into any contract to support such activities or provide services, or have authority to contract debts for, pledge the credit of, or in any way bind SIAM, except to the extent that Section funds exist.

Section 6. All Society dues of Section members shall be payable to SIAM; however, Sections may levy Section dues, as specified in the Section Rules.

Article XII: Amendments

Section 1. These Rules may be altered or amended with the approval of the SIAM Board of Trustees. Submission to the Board of proposed alterations or amendments shall be made only after approval by the majority vote of members of the Section present (or represented by proxy) at a scheduled meeting.

Article XIII: Termination of the Section

Section 1. A Section may terminate itself by the unanimous vote of the members of the Section present (or represented by proxy) at a scheduled meeting, provided that notice of the proposed termination and the meeting at which it is to be considered has been given to all Section members at least 30 days in advance and to the Board at least 90 days in advance.

Section 2. A Section will be terminated by the Board after two years of inactivity, where inactivity is defined as any of (a) failure to submit a Secretary's annual report or an annual Treasurer's report, (b) a Secretary's annual report showing no activity, or (c) failure to hold a scheduled election.

Section 3. In the event a Section is terminated, the funds to which it has legal title shall revert to the account of SIAM.

(revised Jan. 12, 2017)