



BY – LAWS  
OF  
GREAT LAKES SECTION  
AMERICAN ASSOCIATION OF TEXTILE CHEMISTS AND COLORISTS

**ARTICLE I. NAME**

**Section 1.** The name of this organization shall be the American Association of Textile Chemists and Colorists/ Great Lakes Section.

**ARTICLE II. OBJECTS**

**Section 1.** The objectives of this association shall be:

- To increase knowledge of the application of colorants, chemicals and polymers in the Textile industry and the overall industry at large.
- To encourage in any practical way, research work on textile design and coloration, chemical processes, and materials of importance to the Textile Industry.
- To establish, for the members, channels by which the interchange of professional knowledge among them may be increased.
- To cooperate with the parent association in all phases of activity.
- Foster growth in student chapter participants through mentorship, showcasing achievements, and encouraging active participation.

**ARTICLE III. MEMBERSHIP**

**Section 1.** Any AATCC members (Individual, Student, or Corporate) may request assignment to the Great Lakes Section (The area of the Section includes the US states of Illinois, Indiana, Michigan, Minnesota, Ohio, and Wisconsin).

#### **ARTICLE IV. OFFICERS AND ELECTION**

- Section 1.** A Chair, Vice-Chair, Treasurer, Secretary who will constitute the Sectional Committee, shall be nominated by a Nominating Committee appointed by the Section Chair. This Nominating Committee shall be approved by the existing Sectional Committee and shall report at the first meeting.
- Section 2.** Additional nominations can be made by a petition signed by at least ten individual Members and shall be submitted to the Secretary within ten days after the first meeting. Such nominees shall be added to the ballot. Candidates for each office shall be listed alphabetically on the ballot.
- Section 3.** Election shall be by letter ballot to all individual Members, except in case of no contest when the appointed tellers shall declare the nominees elected. Ballots shall be returned for tabulation at least one week before the last meeting of the year at which time the results of the election shall be announced.
- Section 4.** The newly elected officers shall take office on the next Section Meeting
- Section 5.** Each Section shall have a Chair, a Vice-Chair, a Secretary, and a Treasurer. These officers, along with up to four other members (whose duties shall be determined by each individual Section), shall constitute the Sectional Committee. All these Officers shall be elected every three years, with no individual holding the same specific office (except, at the Section's discretion, the Treasurer) for more than one consecutive three-year term.
- Section 6.** In case of a vacancy, the Sectional Chair shall appoint an individual Member to fill the vacancy for the balance of the year.
- Section 7.** The Chair, with the approval of the Sectional Committee, can create Special Committees to support the Section with duties outlined and officers elected.

#### **ARTICLE V. DUTIES OF OFFICERS**

- Section 1.** The Chair shall preside at all stated meetings of the Section. In the absence of the Chair, the meeting shall be presided over by the Vice-Chair. The Chair shall appoint all Chairs of the Standing Committees, the members of the Scholarship Committee and other such special committees as he/she may deem advisable with the approval of the Sectional Committee. These positions shall be appointed annually and announced at the first Sectional Meeting. The Chair shall be an ex-officio member of all committees. The Chair shall hold Sectional Committee meetings as deemed necessary.
- Section 2.** The Vice-Chair shall preside in the absence of the Chair and shall be an ex-officio member of all committees.

**Section 3.** The Secretary shall keep the minutes of all meetings and the records of the Section. He/She shall send notices of all meetings and letter ballots when needed. The Chair may appoint one or more Associate Secretaries to aid the Secretary in carrying out his/her duties. The Secretary shall submit to the Executive Director of the American Association of Textile Chemists and Colorists a report of each Section meeting within thirty (30) days of the meeting, as well as an Annual Report of the proceedings of the Section. The Secretary shall preside over stated meetings in the absence of the Chair and Vice-Chair. The Secretary shall direct the activities of all Associate Secretaries.

**Section 4.** The Treasurer shall pay all bills incidental to the operation of the Section out of funds from contributions and income from other activities related to the American Association of Textile Chemists and Colorists. The Treasurer shall make an annual Financial Report of Sectional business to the Executive Director of the American Association of Textile Chemists and Colorists. For all other financial business, the Treasurer shall obtain the approval of the Sectional Committee before acting. The Treasurer shall deposit all funds received in the name of the American Association of Textile Chemists and Colorists, Great Lakes Section. The Treasurer shall make a Financial Report which he/she shall present to the Secretary at each Sectional Committee Meeting.

**Section 5.** The two members-at-large of the Sectional Committee shall attend all Sectional Committee meetings and shall perform all duties as outlined in the Bylaws. In case of the absence of a Sectional Committee Member or Members at a Sectional Committee meeting, the Chair shall appoint an individual member of the Section present to act in his place.

**Section 6.** A majority of the Sectional Committee shall constitute a quorum for the transaction of business. Three Members, other than officers, of the Section shall be appointed by the Chair of the Section to audit the books of the Treasurer if deemed necessary. This should take place prior to the first Section Meeting of the year and a report shall be made to the Section.

## **ARTICLE VI. MEETINGS**

### **Section 1. Meetings**

There shall be a minimum of two (2) meetings of the Great Lakes Section each year. The dates and venues for these meetings shall be selected by the Executive Committee. A scheduled local AATCC Technical Conference may replace a regularly scheduled meeting. The Section Chair presides at all regular and special meetings of the section. Meetings may be virtual or in-person.

### **Section 2. Agenda**

Every meeting should follow a planned agenda. The Section Chair, with the Secretary and the associate Secretary, prepares the agenda.

**Section 3. Administrative Meetings**

The Administrative Meetings of the Section shall be held as needed and decided by the Chair. The business of Administrative Meetings may include: presentation of annual reports, membership overview, audit report of the Treasurer, appointment of new Executive Committee Members, and other business presented at the meeting.

**Section 4. Executive Committee Meetings**

There shall be two Executive Committee meetings a year. The first meeting shall take place within the first sixty (60) days of the elections. Additional Executive Committee meetings may be called by the Chair or by a majority of the Executive Committee.

**ARTICLE VII. AMENDMENTS**

**Section 1.** A formal proposed amendment may be presented to the Secretary of the Section by any member. This proposed amendment shall be discussed by the Executive Committee at the next scheduled Executive Committee meeting and then a copy of it with the opinion of the Committee shall be sent to each Member for his/her approval or rejection.

**Section 2.** The majority of the ballots received shall decide the acceptance or rejection of the amendment.

**Section 3.** If passed, the amendment shall be in effect at the next regular stated meeting.

**ARTICLE VIII. ORDER OF BUSINESS**

**Section 1.** The order of business shall be determined by the Acting Chair.

**ARTICLE IX. PARLIAMENTARY AUTHORITY**

**Section 1.** Robert's Rules of Order, except when inconsistent with the Constitution and By-Laws of the Association, shall govern all meetings of the Association.