

**BYLAWS OF  
THE NORTH AMERICAN SOCIETY FOR THE SOCIOLOGY OF SPORT**

**ARTICLE I: MEMBERSHIP**

**Section 1: Categories of Members.**

The Society shall have three categories of members. The designation of such categories shall be as follows:

- 1.1 Active Members. Active members are those individuals who maintain professional interest in and support the sociological study of play, games, and sport.
- 1.2 Student Members. Student membership is open to persons who are students as defined by their institutions of higher education.
- 1.3 Emerit Members. Emerit membership is open to active members when retiring from the institutions with which they have been affiliated (according to the rules and regulations of that institution) and at the time of retirement have been active members of this Society for a minimum of five years. They are eligible for emerit membership and such membership shall be extended to them upon request and shall continue indefinitely, provided only that they pay dues of emerit members as set forth in Article XI.

**Section 2: Membership Rights.**

- 2.1 Admission to Membership. Persons eligible for Active, Student, and Emerit membership shall be deemed admitted to such membership upon payment of the first annual dues provided for by Article XI of these Bylaws.
- 2.2 Voting Rights. Every member shall be entitled to one vote on each matter submitted to a vote of the members.
- 2.3 Termination of Membership. The membership of any member from whom dues are required shall automatically terminate upon failure to pay annual dues by the deadline fixed in Article XI of these Bylaws.
- 2.4 Reinstatement. Upon payment of dues pursuant to Article XI of these Bylaws, the membership of any person eligible for membership whose membership has been terminated for non-payment of dues shall be automatically reinstated as of date payment is received by the Treasurer of NASSS.
- 2.5 Transfer of Membership. Membership in this Society is not transferrable or assignable.

**ARTICLE II. MEETINGS OF MEMBERS**

### **Section 1: Annual Meeting.**

Annual meeting of the members shall be held each year for the transaction of such business as may come before the meeting. It shall be the duty of the Board of Directors to select the dates and site of the annual meeting.

### **Section 2: Special Meetings.**

Special meetings of the members may be called by the President, the Board of Directors, or not less than one-tenth of the members having voting rights.

### **Section 3: Place of Meeting.**

The Board of Directors may designate any place as the place of the meeting for any meeting called by the Board of Directors.

### **Section 4: Notice of Meetings.**

Notice by postal mail, telephone or electronically (e.g., fax or email), stating the place, day, and hour of any meeting of members shall be delivered to each member entitled to vote at such a meeting, by or at the direction of the President, or the officers or persons calling the meeting. In case of a special meeting or when required by statute of this Constitution the purpose or purposes for which the meeting is called shall be stated in the notice. If mailed, the notice of the meeting shall be deemed to be delivered when deposited in the mail addressed to the members at their addresses as they appear on the records of the Corporation, with postage thereon paid.

### **Section 5: Quorum.**

The majority of the members with voting rights shall constitute a quorum at any meeting of members. Should a quorum not be present at any meeting of members, a majority of the members present may adjourn the meeting from time to time without further notice. A response by at least twenty percent (20%) of the members with voting rights shall constitute a quorum for the transaction of business by postal or electronic voting (including but not limited to the election of officers).

### **Section 6: Manner of Acting.**

A majority of the votes cast on a matter to be voted upon by members present or represented by proxy at a meeting at which a quorum is present shall be necessary for the adoption thereof unless a greater proportion is required by these Bylaws requiring a greater proportion for approval.

## **Section 7: Voting Electronically.**

The election of officers shall be conducted electronically by the Elections Committee in such a manner as the Board of Directors shall determine. The Elections Committee will ensure an alternative method of voting for members who do not have access to electronic means. Furthermore, any action which may be taken at a meeting of members may be taken without electronic vote provided it is conducted in such manner as the Board of Directors shall determine, provided, however, that either e-mail, electronic or mail voting shall be permitted upon proposals to merge or consolidate, to sell, or otherwise dispose of all or substantially all the assets of the Society or to dissolve the Society.

## **Section 8: Proxies.**

At any meeting of members, a member is entitled to vote by proxy if they have informed the President in writing of that intention. No proxy shall be valid after 11 months from the date of its execution unless otherwise provided in the proxy.

## **ARTICLE III: BOARD OF DIRECTORS**

### **Section 1: Composition of the Board of Directors.**

The Board of Directors is comprised of the President, the President-elect, Past President, Secretary, Treasurer, Diversity and Conference Climate Committee Chair, three (3) Members-at-Large and two (2) Graduate Student Representatives, all of whom shall serve as voting members of the Board of Directors. The Editor of the *Sociology of Sport Journal*, Editor of *Engaging Sports*, Archivist, Chair of the Communications Committee, an Administrator of the listserv, Chair of the Environmental Impact Committee, Conference Director, Conference Locator, Membership Liaison and Parliamentarian shall be ex-officio, non-voting members of the Board, who are appointed by the Board for a three-year term.

### **Section 2: General Powers.**

The affairs of the Society shall be managed by its Board of Directors subject to instructions adopted by majority vote at any meeting of the members. Directors must be Active members of the Society. The Board of Directors shall appoint an Editor of the *Sociology of Sport Journal*, an Editor of *Engaging Sports*, an Archivist, a Chair of the Communications Committee, an Administrator of the NASSS listserv, a Chair of the Environmental Impact Committee, a Conference Director, a Conference Locator, a Membership Liaison, a Parliamentarian and all standing committees.

### **Section 3: Appointments.**

The Board of Directors shall act on the recommended appointments of members of all committees, an Editor of the *Sociology of Sport Journal*, an Editor of *Engaging Sports*, an Archivist, a Chair of the Communications Committee, an administrator of the NASSS listserv, a Chair of the Environmental Impact Committee, a Conference Director, a Conference Locator, a Membership Liaison, and a Parliamentarian, in addition to any advisors who will serve at the pleasure of the Board.

#### **Section 4: Regular Meetings.**

A regular annual meeting of the Board of Directors shall be held without other notice preceding and at the same place as the annual meeting of members. The Board of Directors may provide by resolution the time and place for holding additional regular meetings of the Board without other notice.

#### **Section 5: Special Meetings.**

Special meetings of the Board of Directors may be called by or at the request of the President or one-third of the Board of Directors. The person or persons authorized to call special meetings of the Board may fix any place as the place for holding any special meeting of the Board called by them.

#### **Section 6: Notice.**

Notice of any special meeting of the Board of Directors shall be given at least two weeks previously thereto by telephone or electronically, or by postal mail to Directors at their address as shown by the records of the Society. If mailed, such notice shall be deemed to be delivered when deposited in the mail in a sealed envelope with postage thereon prepaid.

#### **Section 7: Quorum.**

A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board, but if a quorum is not present at said meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice.

#### **Section 8: Manner of Acting.**

The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by law or by these Bylaws.

#### **Section 9: Informal Action by Directors.**

Any action required by law to be taken at a meeting of Directors, or any action that may be taken by Directors, may be taken without a meeting if agreement is confirmed in writing, electronically or by telephone by the majority of the Directors.

## **ARTICLE IV: OFFICERS**

### **Section 1: Officers.**

The officers of the Society shall be a President, President-Elect, Past President, Secretary, Treasurer, Diversity and Conference Climate Committee Chair, three (3) Members-at-Large and two (2) Graduate Student Representatives.

### **Section 2: Eligibility for Office.**

Active Members are eligible to serve as officers of the Society, except that graduate students are solely eligible to serve as the Graduate Student Representatives. Nominees for President must have been a NASSS member for at least 3 consecutive calendar years and attended the NASSS annual conference at least once within the past 3 years of nomination.

### **Section 3: Term of Office.**

The Secretary, Treasurer, and Members-at-Large shall be elected by the Active Members by electronic ballot prior to an annual meeting for two-year terms. No more than two Members-at-Large shall be elected on the same ballot. The Diversity and Conference Climate Committee Chair shall be elected by the Active Members by electronic ballot prior to an annual meeting for a three-year term. The President-Elect shall be elected by the Active Members by electronic ballot prior to an annual meeting for a one-year term. The President-Elect serves a one-year term as President-Elect prior to assuming the presidency. They then serve a one-year term as President. They then serve a one-year term as Past President. Graduate Student Representatives shall be elected by the graduate students at the annual Conference for a two-year, staggered term. Terms of office shall begin at the close of the annual meeting prior to which officers were elected and terminate at the close of the meeting prior to which their successors are elected.

### **Section 4: Election.**

Elections shall be conducted in the following manner: Each January the Elections Committee shall canvass the membership and the Board of Directors for nomination suggestions and shall then prepare, after having secured the permission of each nominee, a slate of nomination for the election of officers. The slate shall contain at least two candidates for each office. The Elections Committee Chairperson shall forward this slate, along with the most current list of NASSS members, to the elections technician who will prepare the electronic ballot. The elections technician will then, on behalf of the Elections Committee Chairperson, electronically mail to each member no later than March 1 an invitation to vote that will include the slate of candidates, instructions for voting, and a link to an electronic ballot. The slate shall include, but not be limited to: (a) a list of candidates for each office, (b) a brief statement by each candidate expressing their qualifications for the office, (c) a summary of their publications, (d) a report on their other professional activities, and (e) a brief statement on their desired vision for NASSS.

The ballot may also include other pertinent information on candidates and offices, as long as the additions are the same for each candidate for each office. The ballots must be completed no later than April 1. The nominees receiving the majority of the votes will be elected, provided that ballots are returned by twenty percent (20%) of the Active Members. In the case of a tie, ballots for a run-off election shall be electronically mailed out to the membership no later than May 1 and must be completed no later than June 1. The votes shall be electronically tabulated and the results sent to the Elections Committee Chairperson, who will certify the elections results with the Board of Directors, and subsequently report the results to the members. In keeping with the Bylaws, officers shall hold office until their successors have been duly elected and until their terms of office shall have begun as herein provided. One Graduate Student Representative (GSR) will be elected by the graduate students via electronic ballot in conjunction with the general membership election.

### **Section 5: Removal.**

Any officer may be removed by a two-thirds majority approval of the members at a meeting of members whenever the work of said officer is deemed likely to undermine the mission and goals of the Society.

### **Section 6: Vacancies.**

A vacancy in any office because of death, resignation, removal, disqualification, or otherwise may be filled by the Board of Directors for the unexpired portion of the term except that a vacancy in the office of the President shall be filled by the Past President.

### **Section 7: Powers and Duties.**

The officers shall have the powers and duties customarily incident to their respective offices in similar organizations, such as shall be specifically delegated to them by the Board of Directors. The offices must include:

### **Section 8: President.**

The President shall be the principal executive officer of the Society and shall in general supervise all the business and affairs of the society. The president shall preside at all meetings of the members and the Board of Directors. The President may sign, with the Secretary or any other proper officer of the Society authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in case where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these Bylaws or by statute to some other officer or agent of the Society; and, in general the President shall perform all duties incident to the Office of President and such other duties as may be prescribed by the Board of Directors from time to time. The President shall chair the Research Fellow Selection Committee.

### **Section 9: President-Elect.**

The President–Elect works closely with the President to learn to perform all duties incidental to the office of the President. When a vacancy occurs in the office of the President, and when there is no Past-President, the President-Elect shall fill the unexpired term. The President-Elect is responsible for overseeing the upcoming Conference program and selecting a Conference Program Committee to assist them in that process.

#### **Section 10: Past President.**

Upon completion of the one-year term as President, this person shall serve a one-year term as Past President. During that year, the Past President shall perform the duties of the President in absence of the President or in the event of the President's inability or refusal to serve. The Past President chairs the NASSS Service Excellence Award Committee and the Eli A. Wolff Memorial Fund for Disability Sport Committee.

#### **Section 11: Secretary.**

The Secretary shall keep, or cause to keep, the minutes of the meetings of the members and the Board of Directors in one or more books provided for that purpose; see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; be custodian of the Society's records; attend to the correspondence of the Society, as directed by the President; order the plaques/certificates for awards to be presented at the annual conference; and in general perform all duties incident to the office of Secretary, and such others as from time to time may be assigned by the President or by the Board of Directors.

#### **Section 12: Treasurer.**

The Treasurer shall have charge and custody of, and be responsible for, all funds and securities of the Society, receive and give receipts for monies due and payable to the Society from any sources whatsoever and deposit all such monies in the name of the Society in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of these Bylaws. The Treasurer shall prepare an annual financial report of the Society at the close of each fiscal year and a proposed budget for the biennium. The Treasurer shall arrange for an annual audit. The Treasurer shall compile for official use and record an annual membership list of this Society and provide a copy of the membership list of this Society for each biennium.

#### **Section 13: Member-At-Large.**

Each Member-At-Large shall chair an award committee (i.e., for outstanding article, book and student essay) and assist in other duties as assigned by the Board.

#### **Section 14: Graduate Student Representative.**

The Graduate Student Representatives represent the concerns and interests of the graduate students on the Board, and are responsible for reporting back to NASSS

graduate students concerning Board activities. They may also assist graduate students attending the annual Conference concerning their particular needs (e.g., accommodations).

#### **Section 15: The Diversity and Conference Climate Committee Chair.**

The Diversity and Conference Climate Committee Chair will coordinate efforts between both the President-Elect as the conference program chair and the Diversity and Conference Climate Committee to ensure diverse membership and conference programming, to enhance the intellectual vibrancy of the organization and conference program, and to schedule activities that facilitate a positive conference climate for all attendees. This position will also assist in other duties as assigned by the Board.

#### **Section 16: Policies and Procedures.**

NASSS may adopt policies for the conduct of its affairs that are consistent with the Bylaws. Policies set parameters for decision making and clarify the roles and responsibilities of officers, directors, and committee members. Procedures show how the organization accomplishes its work and provides a detailed action plan that can be assessed and ideally improved. Additions, deletions, and revisions to Policies and procedures shall be made by the Board in a manner consistent with the organization's parliamentary procedure.

### **ARTICLE V: PUBLICATIONS**

#### **Section 1: *Sociology of Sport Journal*, *Engaging Sports*, NASSS Web Site, and NASSS Listserv.**

There shall be a *Sociology of Sport Journal* published on a regular basis. There shall be a publication, *Engaging Sports*, maintained and updated on a regular basis. There shall be a NASSS web site ([www.nasss.org](http://www.nasss.org)) and a NASSS listserv (NASSS-serv) maintained and updated on a regular basis. Such basis shall be determined by the Board of Directors.

#### **Section 2:**

The offices of the Editor of the *Sociology of Sport Journal*, the Editor of *Engaging Sports*, the Chair of the Communications Committee, and the Administrator of the NASSS listserv shall be filled by qualified persons appointed by the Board of Directors. Persons appointed to their positions shall serve for a three year period or until (a) they, for whatever reason, decides that they can no longer satisfactorily carry out the duties of the office in which case they shall submit to the President, and in writing, a statement of intent to resign, resignation to become effective six months following the date of receipt of such statement by the President; or (b) the President shall, having received written statements of consensus from all other members of the Board of Directors, call for said Editor's resignation, which shall become effective immediately.

#### **Section 3:**

Other publications may ensue as determined to be desirable by the Board of Directors.  
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#### **Section 4:**

All Active members shall receive subscriptions to *Sociology of Sport Journal* and other official publications of the Society, subject to the current financial status of the Society. Graduate student and Emerit members shall receive access to the NASSS listserv.

#### **Section 5: SSJ Editor Selection and Term.**

The selection procedures for the Senior and Associate Editor shall be similar but occur in two stages. The Senior Editor will be selected first; subsequently, s/he becomes part of the selection committee for the Associate Editor(s). Nominees for Senior Editor must have served a current or former term as member of the SSJ Board or on the Editorial Board of a similar journal.

Associate Editors and the Senior Editor shall each be appointed for a three-year term. After the three-year period expires, the Senior Editor and Associate Editor positions are renewable for one additional three-year term, for a maximum of two consecutive terms. Renewal of the senior editor position is determined by the Chair of the Search Committee (President) in consultation with the search committee. The renewal of the associate editor is determined by the Senior Editor. The Past Editor shall serve for at least one year, if possible, following their term as Senior Editor. The NASSS Board of Directors and Human Kinetics must approve the selections and the extensions of these terms.

#### **Section 6: Engaging Sports Editor and Term.**

The Editor shall be selected by a search committee led by the NASSS President. The Editor shall be appointed for a three-year term. After the three-year period expires, the Editor position is renewable for one additional three-year term, with the Editor serving a maximum of two consecutive three-year terms. Renewal of the Editor position is determined by the Chair of the Search Committee (i.e., NASSS President) in consultation with the search committee members. The Past Editor shall serve for at least one year, if possible, following their term as Editor. The NASSS Board of Directors must approve the selections and extensions of these terms. The Editor shall be responsible for coordinating the review process of articles submitted to *Engaging Sports*, appointing Associate Editors to assist with the review process, and inviting/selecting editorial board members.

### **ARTICLE VI: COMMITTEES**

#### **Section 1: Standing Committees.**

The standing committees of the Society shall be the Elections Committee, Finance Committee, Conference Program Committee, Outstanding Article Award Committee, Outstanding Book Award Committee, Barbara Brown Outstanding Student Paper Award Committee, Service Excellence Award Committee, Diversity and Conference Climate Committee, Communications Committee, Environmental Impact Committee, Conference Steering Committee, and the Eli A. Wolff Memorial Fund for Disability Sport  
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Committee. With the exception of the Diversity and Conference Climate Committee Chair, the chairpersons and members of all standing committees shall be appointed by the Board of Directors. The members of all standing Committees must be members of this Society.

### **Section 2: Elections Committee.**

At each annual meeting of the Society, the President shall appoint, subject to the confirmation of the Board of Directors, an Elections Committee consisting of three (3) members of the Society, none of which shall be members of the Board of Directors, who shall continue in office for one year. The Chairperson, selected by the President, shall be responsible for selecting the other committee members. This Committee is responsible for the preparation of a list of nominees for the elected offices of the Society, in accordance with Article IV, Section 4 of these Bylaws. The Chairperson shall report the results of the election back to the Board at their next Annual meeting.

### **Section 3: Finance Committee.**

At each annual meeting of the Society, the President shall appoint, subject to the confirmation of the Board of Directors, a Finance Committee. The Treasurer shall be the chairperson and select their committee members. This three-person committee shall aid in the construction of a proposed budget in co-operation with the Treasurer, evaluate all existing fiscal policies of the Society, recommend changes to the Board of Directors, and appoint an auditor and report the results to the Board of Directors.

### **Section 4: Conference Program Committee.**

At each annual meeting of the Society, the Board of Directors shall appoint a Conference Program Committee. The President-Elect shall be the chairperson and select their committee members. This committee is responsible for organization of the next NASSS conference program.

### **Section 5: Outstanding Article Award Committee:**

At each annual meeting of the Society, the President shall appoint, subject to the confirmation of the Board of Directors, an Outstanding Article Award Committee. A Member-At-Large shall be the chairperson and select their committee members. This committee of no-less-than three persons shall review all *Sociology of Sport Journal* articles in the year they are appointed and select a winner, to be announced at the next Annual meeting of the membership.

### **Section 6: Outstanding Book Award Committee:**

At each annual meeting of the Society, the President shall appoint, subject to the confirmation of the Board of Directors, an Outstanding Book Award Committee. A Member-At-Large shall be the chairperson and select their committee members. This committee of no-less-than three persons shall review books published in the year previous to or in which they were appointed, that have been nominated by a NASSS

member. They shall select a winner, to be announced at the Annual meeting of the membership.

**Section 7: Barbara Brown Outstanding Student Paper Award Committee:**

At each annual meeting of the Society, the President shall appoint, subject to the confirmation of the Board of Directors, a Barbara Brown Outstanding Student Paper Award Committee. A Member-At-Large shall be the chairperson and select their committee members. A committee of no-less-than three persons shall review all papers submitted by graduate students for consideration prior to the deadline set and announced on the NASSS listserv. One award may be given to a master level student and one to a doctoral student. The name(s) of the winner(s) will be announced at the Annual meeting of the membership.

**Section 8: Service Excellence Award Committee:**

At each annual meeting of the Society, the President shall appoint, subject to the confirmation of the Board of Directors, a Service Excellence Award Committee. The Past-President shall be the chairperson and select their committee members. This three-person committee solicits nominees for the award from the NASSS membership and selects the recipient. The call for nominees shall be announced on the NASSS listserv, and nominations should include a one to two page statement from the nominator(s), summarizing the nominee's service to NASSS and to the area of Sport Sociology. They shall announce recipients of this Award at the Annual meeting of the membership.

**Section 9: Communications Committee.**

Every three years at the annual meeting of the society, the President shall, in consultation with the Chair of the Communications Committee, appoint the incoming Chair of the Communications Committee. Every year in consultation with the Chair of the Communications Committee and subject to the confirmation of the Board of Directors, the President shall appoint at least one member to the Communications Committee for a three-year term. Other members of the committee will be selected by the Chair from the volunteer sign up list. This committee shall consist of at least three NASSS members who, under the leadership of the Chair of the Communications Committee, advise the Chair in relationship to content and form of the NASSS website, social media, and communications platforms and strategies. If any member of the Communications Committee is unable to complete a term, the standing President shall appoint a replacement.

**Section 10: Diversity and Conference Climate Committee.**

The Diversity and Conference Climate Committee Chair shall be the chairperson. Every year in consultation with the Diversity and Conference Climate Committee Chair and subject to the confirmation of the Board of Directors, the President shall appoint at least one member for a three-year term. The committee shall consist of at least four members. It will make recommendations to the Board about how best to rework dominant practices around race, class, gender, sexuality, nation, and ability and their intersections in order to make NASSS a more inclusive and intellectually vibrant space. If any member is

unable to complete a term, the standing President shall appoint a replacement.

### **Section 11: Environmental Impact Committee.**

Every three years at the annual meeting of the society, the President shall appoint a Chair of the Environmental Impact Committee. The EIC chairperson will serve as an exofficio member of the Board. Every year in consultation with the EIC chairperson and subject to the confirmation of the Board of Directors, the President shall appoint at least two members to the EIC for a three-year term. This committee shall consist of at least three members and collaborates with the EIC chairperson regarding efforts to track and enhance the Environmental footprint of NASSS as an organization. If any member is unable to complete a term, the standing President shall appoint a replacement.

### **Section 12: Conference Steering Committee.**

Every three years, at the annual meeting of the society, the President shall appoint a Conference Director and, in rotating years, a Conference Locator. The Conference Director shall be the chairperson of the Conference Steering Committee and will serve as an ex-officio member of the Board. Upon appointment, the Conference Director will select at least two members to serve on the Conference Steering Committee for a one-year term. In addition, the Conference Locator, the Local Host (who serves a one-year term prior to the conference), and the Program Chair/President-Elect (who serves a one-year term prior to the conference) serve on this committee. This committee advises the Conference Director and Conference Locator in all non-program-related conference matters. The Conference Locator also serves as an ex-officio member of the board. If any member is unable to complete a term, the Conference Director shall appoint a replacement.

### **Section 13: NASSS Research Fellow Award Committee**

At each annual meeting of the Society, the President shall appoint, subject to the confirmation of the Board of Directors, a NASSS Research Fellow Award Committee. The President shall be the chairperson and direct the selection of the committee. The committee will be comprised of, at minimum, the current SSJ Editor, another member of the Board of Directors, and a NASSS Research Fellow. This committee shall review all NASSS Research Fellow applications submitted prior to the deadline set and communicated by the Chair. The name(s) of the Fellow(s) will be announced at the Annual Meeting of the membership.

### **Section 14: Eli A. Wolff Memorial Fund for Disability Sport Committee.**

The purpose of Eli A. Wolff Memorial Fund for Disability Sport is to provide support primarily for advocacy, research grants, and scholarship within disability sport. At each annual meeting of the society, the President shall appoint, subject to confirmation of the Board of Directors, an Eli A. Wolff Memorial Fund for Disability Sport Committee. The Past-President shall be the Chairperson of the Committee and Chairperson of the Selection Subcommittee. For continuity, the Chairperson of the Committee shall serve on both Subcommittees, however, they shall not Chair the Oversight Subcommittee. The NASSS Board shall appoint a Chairperson of the Oversight Subcommittee. In the event the Committee Chairperson is unable to serve for any reason, the NASSS President shall

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appoint a new Chairperson.

The Committee shall be comprised of two subcommittees: Wolff Fund Oversight Subcommittee (“Oversight Subcommittee”) and Wolff Fund Selection Subcommittee (“Selection Committee”).

Comprised of two Members and one ex-officio Member, the Oversight Subcommittee shall be responsible for general oversight and strategic use of the Fund, including ongoing fundraising and liaise with the Wolff family and friends, but not adjudicating awards themselves. Formed in 2023, three-person Oversight Subcommittee shall consist of one ex-officio Member from the Wolff family or their designee, the Past-President, and a Chairperson. The Chairperson shall serve a 4-year term, which supports continuity and collaboration with the Wolff Family and NASSS’ Past-Presidents. The Oversight Subcommittee Chairperson shall have expertise in disability sport. The Selection Subcommittee shall be responsible for operations related to awards from the Fund, including call for proposals, but not general oversight and strategic use of the Fund. Comprised of three Members, the Selection Subcommittee creates, updates, and adjudicates all aspects of the awards for the Fund. Selection Subcommittee Members should acknowledge conflicts of interests for submitted proposals, recuse themselves from those specific proposals, and immediately notify the entire committee of such conflicts. While serving on the Selection Subcommittee, Subcommittee Members are ineligible for the award. Selection Subcommittee Members, including the Chairperson, may serve multiple terms; however, preference is given to new, qualified members. In the event a Selection Subcommittee Member is unable to serve for any reason, the Chairperson shall select a new Selection Subcommittee Member to serve the remainder of said term.

Formed in 2023, the non-Past-President-Chairperson Selection Subcommittee Members shall serve staggered terms. These two Selection Subcommittee Members shall serve 2-year terms. However, in the first year, one Selection Subcommittee member shall serve a 3-year term. Thus, Selection Subcommittee member one serves from November 2023-2025 and Committee Member two serves from November 2023-2026. All NASSS members in good standing with a doctoral degree are eligible to serve on the Selection Subcommittee; preference is given to members with expertise in disability sport. In the best case, the Chairperson takes recommendations from the Wolff family and friends of Eli, as well as actively recruit committee members who have expertise in disability sport. The name(s) of the winner(s) of any Fund awards shall be announced at the Annual meeting of the membership and elsewhere, such as the NASSS listserv and social media. All committee members shall understand and adhere to the Operating Code of the Eli A. Wolff Memorial Fund for Disability Sport Committee.

#### **Section 14: Special Committees.**

The President, acting with the approval of the Board of Directors, may authorize special committees, appoint the chairpersons and other members, and have the power to dissolve the committees. In any event, all special committees shall dissolve upon the

expiration of the term of office of the President during whose term the committees were authorized. No dissolution of a special committee shall preclude subsequent creation of a special committee having the same or a similar area of responsibilities.

**Section 15: Removal.**

Any member of a standing or special committee may be removed by the President, acting with a two-thirds majority approval of the Board of Directors, whenever the work of said member is deemed likely to undermine the mission and goals of the Society.

### **Section 16: Operating Codes.**

Each standing committee shall adopt an operating code for its own governance not inconsistent with these Bylaws or with rules adopted by the Board of Directors. Each operating code shall include the name of the committee, its plan of work, its procedures for submitting reports, and its provisions for financial support. A special committee may adopt an operating code

## **ARTICLE VII: CONTRACTS, CHECKS, DEPOSITS, AND FUNDS**

### **Section 1: Contracts.**

The Board of Directors may authorize any officer or officers, agent or agents, of the Society in addition to the officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the society, and such authority may be general or confined to specific instances.

### **Section 2: Checks, Drafts, Etc.**

All checks, drafts, or orders for payment of money, notes, or other evidences of indebtedness, issued in the name of the Society shall be signed by such officer or officers, agent or agents, of the Society and in such manner as shall from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer or by the President of the Society.

### **Section 3: Deposits.**

All funds of the Society shall be deposited from time to time to the credit of the Society in such banks, trust companies, or other depositories, as the Board of Directors may select.

### **Section 4: Gifts.**

The Board of Directors may accept on behalf of the Society any contribution, gift, bequest, or devise for the general purpose or for any special purpose of the Society.

## **ARTICLE VIII: MEMBERSHIP CARDS**

The Board of Directors may choose to issue a membership card annually to each member of the Society. Such membership cards shall be signed by the Treasurer of this Society, with the name and address of each member and the date of issuance

of the membership cards entered on the records of the Society.

## **ARTICLE IX: BOOKS AND RECORDS**

The Society shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its members and the Board of Directors and shall keep at its registered or principal office a record giving the names and addresses of the members entitled to vote. All books and records of the society may be inspected by any member, or their agents or attorneys, for any proper purpose at any reasonable time.

## **ARTICLE X: FISCAL YEAR**

The fiscal year of the Society shall begin on the first day of January and end on the last day of December in each year.

## **ARTICLE XI: DUES AND FEES**

### **Section 1: Annual Dues.**

Annual dues for Active, Student, and Emerit Members shall be determined as recommended by the Board of Directors and approved by the members. Emerit Members shall during the first year of eligibility for emerit membership pay a sum equal to one year's membership dues and thereafter shall be exempt from payment of annual dues and of special fees. During the year that the Emerit member pays their regular dues, they shall receive all publications, etc. that all active members receive. After this year, the Emerit member shall receive access to the NASSS listserv.

### **Section 2: Payment of Dues.**

Annual dues shall be payable on January 1 of each year. All memberships are for a term of January 1 to December 31. Membership benefits will begin upon payment by the Treasurer and continue throughout that year until December 31.

### **Section 3: Special Fees.**

The Board of Directors may levy a special fee on participants in a conference or workshop meeting to defray part of all of the expenses thereof. The amount of such fees shall be determined by the Board of Directors.

## **ARTICLE XII: SEAL**

### **Section 1:**

The seal of the Society shall be that adopted by the Board of Directors and shall be used on all official transactions and publications. The seal must include at least: (a)



identification of the Society, (b) the date of the origin of the Society, and (c) a symbol depicting the purpose of the society.

### **ARTICLE XIII: RULES OF ORDER**

The rules contained in the most recent edition of Robert's Rules of Order, Revised, shall govern all meetings of members and directors and committees of this Society where those rules are not inconsistent with the Articles of Incorporation, these Bylaws, or special rules of order of the Society.

### **ARTICLE XIV: COMPENSATION**

Officers and directors of this Society and members of its committees shall serve without compensation. Traveling and maintenance expenses that they incur solely on account of this Society may be partially or wholly reimbursed at the discretion of the Board of Directors; also the Board of Directors may in its discretion pay an honorarium to speakers at its meetings.

### **ARTICLE XV: AMENDMENTS**

#### **Section 1: Constitution.**

The Constitution may be altered or amended and new articles may be adopted in the following manner: The Board of Directors shall adopt a resolution setting forth the proposed amendment and directing that it be submitted to a vote. Written or printed notice setting forth the proposed amendment or a summary of the changes to be effected thereby shall be sent by postal or electronic mail to all Active Members. The proposed amendment shall be adopted upon receiving at least two-thirds (2/3) affirmative vote of the ballots returned, provided that ballots are returned by twenty percent (20%) of the Active Members.

#### **Section 2: Bylaws.**

These Bylaws may be amended at any annual meeting by two-thirds of the votes cast by members with voting rights present or represented by proxy. Amendments may be proposed by any member with voting rights in NASSS. Proposed amendments must be submitted in writing, with supporting arguments, to the President no later than ninety (90) days before the opening of the annual meeting. The President shall review all proposed amendments but make no substantive changes in a proposal without the consent of the originator. The President shall electronically notify every member of amendment proposals no later than thirty (30) days before the opening of the annual meeting.

### **ARTICLE XVI: Resolutions**

Resolutions may be proposed by any member with voting rights in NASSS. Proposed resolutions must be submitted in writing with supporting rationale to the President at

least ninety (90) days before the opening of the annual meeting. Proposed resolutions should further the mission of NASSS and be supported by empirical evidence and/or academic research. Given NASSS is a 501(c)3 organization, NASSS cannot adopt resolutions in support of a political candidate, political party, or other political entity or organization. The President will distribute the resolution to the members of the NASSS Board of Directors and the Board of Directors shall review all proposed resolutions, but make no substantive changes in a proposed resolution without the consent of the originator(s). If the Board of Directors approves the resolution, and such approval will be based on the following criteria: use of appropriate resolution format and style; alignment with the mission of NASSS; and support of the resolution based on empirical evidence and/or academic research, the President shall electronically notify the membership of resolution proposals no later than thirty (30) days before the opening of the annual meeting. To be adopted, a resolution will pass by a simple majority of the votes cast by members with voting rights present or represented by proxy at the annual meeting. In the case of a time-sensitive proposed resolution, a resolution will pass by a simple majority of the votes cast by members with voting rights via electronic ballot to be distributed by the elections committee. If 10 percent or more of the membership that participate in the vote is opposed to the proposed resolution, they have the opportunity to submit a minority report.