

**THE INSTITUTE OF ELECTRICAL & ELECTRONICS ENGINEERS, INC.
EASTERN IDAHO SECTION**

BYLAWS

JULY 23, 2002

ARTICLE I - Name, Territory, and Purpose

Section 1. This organization shall be known as the Eastern Idaho Section of The Institute of Electrical and Electronics Engineers, Inc. (IEEE).

Section 2. The territory of the Eastern Idaho Section, as approved by the Regional Activities Board, includes the following counties, all of which are in Idaho:

Bannock, Bear Lake, Bingham, Bonneville, Butte, Caribou, Clark, Custer, Franklin, Fremont, Jefferson, Lemhi, Madison, Oneida, Power and Teton.

Section 3. The purpose of the Eastern Idaho Section is to further the aims and ideals of the Institute, to strive for the advancement of the theory and practice of Electrical and Electronics Engineering and the allied arts and sciences, and to maintain high professional standing among its members, all in harmony with the Constitution and Bylaws of the IEEE.

Section 4. The Section shall aid in promoting cooperation and fellowship among its members, in addition to professional development, through regular business meetings, presentation of papers and technical speeches, and by planning and holding field trips of interest and value to the membership.

ARTICLE II - Officers

Section 1. The elected officers of the Section shall be a Chair, Vice-Chair for Pocatello, Vice-Chair for Idaho Falls, and Secretary-Treasurer.

Section 2. The terms of office of the elected Section Officers shall be for one (1) year.

Section 3. Terms of Office will begin on the first day of January succeeding the election; but in any case, the outgoing officers will continue until their successors are duly elected and take office.

Section 4. Any vacancy occurring during the year shall be filled by a majority vote of the Section Executive Committee.

Section 5. The duties of the elected officers shall be as described in the IEEE Bylaws, the Sections Operations Guide, and in the following Subsections of these Bylaws.

Section 5.1 The Section Chair shall be the Executive Officer of the Section, and shall have the general supervision of the affairs of the Section. The Chair shall prepare the agenda for and preside at the meetings of the Section and the Section Executive Committee. The Chair, or designated representative, shall attend all Regional and National meetings as appropriate for Section business. The Chair shall assume all duties and obligations set forth in these Bylaws and the IEEE Bylaws and as may be delegated by vote of the Section.

Section 5.2 The Section Vice Chairs shall perform the duties of the Chair in the absence of the Chair; and in addition, shall assist in the preparation of the Section Annual Report, serve as ex-officio members of each Section Standing Committee, and shall take an active role in the operations of the Section as delegated by the Section Executive Committee and Section membership.

Section 5.3 The Section Secretary-Treasurer shall be responsible for recording the minutes of all Section and Section Executive Committee meetings, shall file reports to the Institute as required, including the annual Section Financial Report, and shall retain all official correspondence in the files of the Section. The Secretary-Treasurer shall also be responsible for processing, recording, and reporting of all monetary transactions of the Section, which have been duly authorized by the Section Executive Committee and/or Section membership, in accordance with IEEE Bylaws and ARTICLE VII of these Bylaws.

ARTICLE III - Committees

Section 1. The Section Chair shall form such Standing and Special Committees, with approval of the Section Executive Committee, as necessary or desirable for the successful operation of the Section. The Standing Committees of this Section will include but not be limited to the following:

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|----------------------------|----------------------------|----------------|
| 1. Programs – Pocatello | 5. Professional Activities | 9. Students |
| 2. Programs – Idaho Falls | 6. Awards | 10. Newsletter |
| 3. Publicity – Pocatello | 7. GOLD | |
| 4. Publicity – Idaho Falls | 8. Membership | |

Section 2. The Chairs of the Section Standing Committees will be appointed by the Section Chair with the approval of the Section Executive Committee, and their terms will coincide with the terms of the elected Section Officers.

Section 3. Each Committee Chair will appoint his/her committee members with the approval of the Section Executive Committee, and their terms will coincide with the Committee Chair.

Section 4. A quorum for the transaction of business and for voting at a committee meeting shall consist of a majority of the membership of said committee.

Section 5. Duties of the Standing Committees will be generally as described in the IEEE Section Operating Guide.

ARTICLE IV - Management

Section 1. The management of the Section shall be by the Section Executive Committee which shall consist of the elected Officers as listed in ARTICLE II Section 1, the Chairs of the Standing Committees as listed in ARTICLE III Section 1, and the immediate past Section Chair.

Section 2. A majority of the Section Executive Committee shall constitute a quorum.

Section 3. A majority of the Section Executive Committee present shall be necessary in the conduct of its business. Approval of actions shall be by majority vote.

Section 4. Meetings of the Section Executive Committee ordinarily will be called by the Section Chair, or at the request of any three (3) members of the Section Executive Committee.

Section 5. The fiscal year of the Section shall be from January 1 to December 31.

ARTICLE V - Nomination and Election of Officers

Section 1. A Nominating Committee consisting of three (3) members, not then officers of the Section, shall be appointed by the Section Chair with approval of the Section Executive Committee.

Section 2. The nominations of the Nominating Committee will be announced to the Section membership and, following this, a minimum of twenty-eight (28) days allowed for additional nominations by petition. To be valid, the petition must be signed by at least twelve (12) voting Section members or six percent (6%) of the voting membership of the Section, whichever is larger. The nominee(s) by petition shall be included on the regular ballot and shall be designated as nominees by petition.

Section 3. Election will be by ballot mailed to the membership and the vote counted by a Tellers Committee of three (3) tellers, appointed by the Section Chair.

Section 4. The timetable for this procedure is as follows:

September 20 –	Appointment of Nominating Committee
October 1 –	Announcement of Nominations
November 1 –	Close nominations by petition
November 15 –	Collect ballots until this date
December 10 –	Election results sent to Chair

Section 5. A plurality of the votes cast shall be necessary for election.

Section 6. In the event of a tie in the votes for any office, it shall be resolved in favor of one of the candidates so tied by a majority vote of the Section Executive Committee at a meeting of the Section Executive Committee, to be called immediately after the count of votes by the Tellers Committee. A record of such votes shall be entered into the minutes of said meeting of the Section Executive Committee.

Section 7. In the first mailing succeeding the annual election, the presiding officer shall present the report of the Tellers Committee and shall declare duly elected the eligible candidates receiving the greatest number of votes for each office.

ARTICLE VI - Business Meetings

Section 1. Due to the geographic diversity of the Section membership, business is ordinarily conducted by mail or e-mail. A simple majority of those voting is necessary to carry any motion.

ARTICLE VII - Finances

Section 1. All expenditures of Section funds must be approved by the Secretary-Treasurer or the Chair, as necessary for the normal conduct of Section business. Special expenditures, made in accordance with IEEE Bylaws, shall be authorized by a majority vote of the members of the Section Executive Committee.

Section 2. Without prior authorization of the Section Executive Committee, Section funds can be used only for normal operations of the Section.

Section 3. The Chair and/or the Secretary-Treasurer shall be authorized to draw funds as approved by the Section Executive Committee.

Section 3.1 All funds of the Section shall be kept in one or more depositories, which depositories shall be subject to the approval of the Section Executive Committee, and all receipts shall be deposited therein.

Section 3.2 All receipts, expenditures, and balances of funds of the Section shall be recorded by the Secretary-Treasurer and reported to the Section Executive Committee and membership at Section meetings, or as requested.

Section 3.3 The Secretary-Treasurer shall submit a Financial Report of the Section business for each fiscal year to the IEEE.

ARTICLE VIII - Amendments

Section 1. Amendments to or revocation of these Bylaws shall be in accordance with the IEEE Bylaws.

Section 2. Proposals for amendments to these Bylaws may originate in the Section Executive Committee, or by a petition of the general membership.

Section 2.1 Petitions for amendments to these Bylaws must clearly indicate the proposed change and the reasons for the proposed amendment, and must bear the personal signature of at least twelve (12) voting Section members or six percent (6%) of the voting membership of the Section, whichever is larger, together with the date of each signature.

Section 2.2 Amendments to these Bylaws by petition shall be submitted to the membership for vote within sixty days of receipt of the petition by the Secretary-Treasurer. The closing date of the balloting shall be at least fifteen days after the mailing of the ballots by the Secretary-Treasurer. Amendments shall be declared adopted if a majority of the votes cast are affirmative, and when a true copy thereof, together with a record of the count of the votes, has been certified by the Committee of Tellers for inclusion in the minutes of the next Section meeting.

Section 2.3 The Section Executive Committee may, at its discretion, refuse to resubmit a defeated proposal within the current fiscal year.

Section 3. These Bylaws, upon approval of a majority of the Section members voting by written ballot, shall supersede any and all Bylaws previously adopted by this Section.

Section 3.1 Nothing in these bylaws is to be construed as to be contrary to the Bylaws, Constitution, and Policy and Procedures of the IEEE.

Section Executive Committee Approval Signatures:

Chair

Vice-Chair for Pocatello

Vice-Chair for Idaho Falls

Secretary-Treasurer

Programs Chair for Pocatello

Programs Chair for Idaho Falls

Publicity Chair for Pocatello

Publicity Chair for Idaho Falls

Professional Activities Chair

Awards Chair

GOLD Chair

Membership Chair

Student Branch Counselor

Newsletter Editor

Immediate Past Section Chair

Dated: _____

Region 6 Director Approval Signature:

Dated: _____