

BYLAWS OF THE
CHICAGO LOCAL SECTION OF THE
AMERICAN INDUSTRIAL HYGIENE ASSOCIATION

Adopted November 5, 1958
Amended as of March 1, 1973
Amended as of April 21, 1980
Amended as of April 6, 1988
Amended as of November 13, 1990
Amended as of November 15, 1995
Amended as of March 23, 2009

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ARTICLE ONE - NAME

- Section 1:** The name of this organization shall be the Chicago Local Section of the American Industrial Hygiene Association.
- Section 2:** To promote the anticipation, recognition, evaluation and control of environmental stresses arising in or from the workplace in relation to the health and well being of working people and the public.
- Section 3:** If the Corporation is ever dissolved, after providing for all the contingencies specified in Section 45, paragraphs (a), (b), (c) and (d) of the General Not-For-Profit Corporation Act, any remaining assets shall be transferred or conveyed to the American Industrial Hygiene Association, 2700 Prosperity Avenue, Suite 250, Fairfax, VA 22031, a not-for-profit organization incorporated under the laws of the State of Illinois.

ARTICLE TWO - OBJECTIVES

- Section 1:** To increase the knowledge of industrial hygiene through interchange and dissemination of information.
- Section 2:** To promote the anticipation, recognition, evaluation and control of environmental stresses arising in or from the workplace in relation to the health and well-being of working people and the public.
- Section 3:** To promote the study and control of environmental factors affecting the health and well-being of workers and the public through the application of chemical, engineering, physical, biological or medical science to prevent occupational disease.
- Section 4:** To represent the Chicago Local Section before appropriate governmental or regulatory bodies.
- Section 5:** To bring together persons interested in the various aspects of industrial hygiene.
- Section 6:** To exchange information with other allied professional memberships and trade associations engaged in protecting the health and well-being of workers and the public through the application of chemical, engineering, physical, biological, or medical science to prevent illness, injury, impaired health or significant discomfort.

ARTICLE THREE - MEMBERSHIP

- Section 1:** Membership in the Chicago Local Section shall be open to persons who are engaged or interested in the field of industrial hygiene as defined in the by-laws of the Chicago Local Section. Membership is open to persons such as industrial hygienists, industrial hygiene chemists, industrial hygiene technicians, industrial

physicists, safety and health equipment sales representatives, safety engineers, ventilation engineers, air pollution engineers and other specialists in allied fields.

- Section 2:** The categories of membership shall be Member and Retiree Member. Additional categories of membership may be added, subject to the approval of the Board of Directors.
- Section 3:** Individuals may request membership in the Chicago Local Section by submitting an application and the current year's dues to the Chicago Local Section.
- Section 4:** Members may request Retiree Membership by notifying an Officer of the Chicago Local Section of his/her retirement, subject to approval by the Board. Retiree Members are entitled to all privileges of membership as defined in the Bylaws. This class of membership will not be assessed dues.
- Section 5:** Any member whose dues are unpaid on March 1st is not in good standing. Members not in good standing shall have no vote or other privileges of membership in the local section.
- Section 6:** The Board of Directors may approve as Organizational Members such organizations that may apply for this status. The dues for Organizational Members and the privileges of this class of membership shall be defined by the Board of Directors. An Organizational Member shall have no vote.

ARTICLE FOUR - OFFICERS AND BOARD OF DIRECTORS

- Section 1:** The Officers of the Chicago Local Section shall be -
President,
President-Elect,
Secretary,
Treasurer.
- Section 2:** The Board of Directors shall consist of four officers (President, President-Elect, Secretary, and Treasurer) twelve elected Directors and the immediate Past President who will serve as a Director for one year following her/his term in office.
- The officers shall be members in good standing of any one of the following classes of the American Industrial Hygiene Association: Full, Affiliate, Associate, Fellow, or Retiree. No member shall serve as officer in more than one local section at the same time. The President-Elect, Secretary and Treasurer shall serve until their successors are elected and installed in accordance with these bylaws. The President-Elect shall automatically accede to the Presidency on election and installation of her/his successor in June following the Annual Meeting.
- Section 3:** President Elect shall be elected each year before the Annual Meeting to serve for one year. Secretary and Treasurer shall be elected on alternate years before the

Annual Meeting to serve for two years. Announcement of results will be made by the President and the new officers installed in June following the Annual Meeting.

Section 4: There shall be twelve directors selected from the membership of the Chicago Local Section in accordance with these Bylaws to serve on the Board of Directors. The twelve Directors shall be elected to serve for terms of three years. Four Directors shall be elected each year before the Annual Meeting.

Section 5: Nomination of candidates for elected office shall be made by the Past President who chairs the nominations committee. Requests for nominations will be communicated to the membership at least two months in advance of the election. An electronic or other form of ballot will be provided to the membership at least 20 days before the annual meeting. The membership will have at least 10 days to vote with ballots required to be returned for tally at least 10 days before the Annual Meeting. Election shall be by majority vote of the members in good standing. In the event of a tie vote, the Board of Directors shall resolve the tie. Results of the election shall be announced to the membership at the Annual Meeting.

Section 6: The acceptance of nomination to membership on the Board of Directors implies a commitment on the part of the member to attend Board meetings or otherwise fulfill her/his obligations. If a member is unable to fulfill her/his obligations, she/he should notify the Secretary in writing so that her/his position on the Board of Directors can be declared vacant.

Section 7: A vacancy of the Board of Directors can be declared by the Board of Directors if a board member is absent at three consecutive Board meetings and does not respond acceptably to correspondence from the Secretary.

Section 8: If the office of the President-Elect becomes vacant, the officer next in line for the office of President shall be elected by a ballot prior to the next Annual Meeting. If any other position on the Board of Directors becomes vacant, the President shall appoint a member to fill this vacancy until the original term of office is due to expire.

Section 9: An officer may resign by oral tender of resignation at any Board meeting or by giving written notice thereof to the Board. Such resignation shall take effect at the time specified and acceptance of such resignation shall not be necessary to make it effective.

Section 10: An officer may be removed, with or without cause, at a meeting expressly called for that purpose, by a majority vote of the Board.

ARTICLE FIVE - ADMINISTRATION

Section 1: The rules of parliamentary procedure as defined in Robert's Rules of Order shall govern all meetings of the Chicago Local Section and the Board of Directors.

- Section 2:** The Chicago Local Section shall be governed by the Board of Directors which includes the officers except otherwise herein expressly provided.
- Section 3:** A quorum, defined as eight members of the Board of Directors, is required to be present for the transaction of official Chicago Local Section business.
- Section 4:** For the conduct of Chicago Local Section business, a quorum of the membership shall consist of 15% of the members in good standing.
- Section 5:** Unless otherwise specified in these Bylaws, the terms "approval of the Board" and "consent of the Board" shall mean a simple majority of the Board members present.
- Section 6:** The scope, function and specific duties and responsibilities of the officers of the Chicago Local Section (President, President-Elect, Secretary and Treasurer) are defined in detail in a separate document entitled STANDING RULES OF THE CHICAGO LOCAL SECTION OF THE AMERICAN INDUSTRIAL HYGIENE ASSOCIATION.
- Section 7:** Amendments to the STANDING RULES OF THE CHICAGO LOCAL SECTION shall only be made at a meeting by the Board of Directors. A copy of the proposed change of the STANDING RULES shall be sent to every member of the Board of Directors at least 25 days before the amendment is to be voted upon.
- Section 8:** Before the Chicago Local Section publishes or otherwise issues publicly any statement on a policy matter which purports to represent the opinion of the American Industrial Hygiene Association, said Section shall first obtain the consent of the Association.
- Section 9:** Before any officer or director of the Chicago Local Section publishes or otherwise issues publicly any policy statement as a representative of the Chicago Local Section, such officer or director must first obtain the consent of the Board of Directors of the Chicago Local Section.
- Section 10:** Results of elections shall be reported to National AIHA by June 30th of each year.

ARTICLE SIX - LOCAL SECTION COUNCIL REPRESENTATIVES

- Section 1:** The section shall be represented by the President and President-Elect on the Local Section Council at the AIHA Annual Meeting. If either the President or President-Elect cannot attend the Annual Meeting, the Local Section Council Representative(s) shall be appointed by the President.
- Section 2:** The members who attend the Local Section Council Meeting shall make a report highlighting the contents of the meeting to the Chicago Local Section Board of Directors and the membership. This report shall be presented at the first Chicago Local Section meeting following the National Annual Meeting.

ARTICLE SEVEN - MEETINGS

- Section 1:** The President shall preside at all meetings of the Section. In the President's absence, the President-Elect shall preside.
- Section 2:** Meetings shall be held at least six times per year. The date, time and place of each meeting shall be agreed upon by the Board of Directors
- Section 3:** The Annual Meeting, for election of officers and directors will take place no later than the May meeting, provided this meeting is held prior to the American Industrial Hygiene Association's Annual Meeting.
- Section 4:** The President may call special meetings at any time with the approval of the Board of Directors or by petition to the President signed by 25 members in good standing, providing written notice is given members at least seven days in advance of said meeting.
- Section 5:** Members in good standing shall be notified of all meetings at least seven days in advance of the date set for the meeting.
- Section 6:** Board of Directors' meeting shall be held at the discretion of the President or by petition to the President signed by five members of the Board, provided notice of at least seven days is given to Board members.

ARTICLE EIGHT - DUES

- Section 1:** The dues year shall be from January 1 of the current year to December 31 of the following year.
- Section 2:** The amount of the dues shall be as approved by the Board of Directors and changes must be approved by a majority of the membership present at the Annual Meeting.
- Section 3:** Dues shall be payable on January 1 of each year. When a member's dues are not paid by March 1, the member is not in good standing and is not entitled to vote. Members not in good standing at the time of publication of the Membership Booklet will not be included, and their membership is automatically terminated.
- Section 4:** Members accepted for membership between January and April shall pay dues for a full year. Members accepted for membership after April shall pay dues for one-half of the year.

ARTICLE NINE - COMMITTEES

- Section 1:** The President shall appoint a Program Committee with the President-Elect serving as Chair. The Committee shall develop a program and communicate to the Board of Directors on the progress of the program.

Section 2: The President shall appoint such other committees as are deemed desirable for the effective action of the Section.

Section 3: The membership of all committees appointed by the President shall terminate with the close of the May meeting. When continuity is required, the Board may direct the reappointment of the same members to a committee.

ARTICLE TEN - AMENDMENTS

Section 1: The by-laws may be amended by a two-thirds vote of the members attending any regular or special meeting provided a quorum is present; or the by-laws may be amended by a two-thirds vote of the members responding to an electronic ballot providing a quorum of votes are received. Such amendment must be proposed in writing by an active member or associate member at the meeting immediately preceding that at which the amendment is to be acted upon. Notice of the proposed amendment shall be mailed by the Secretary to each member at least seven days in advance of the meeting at which it is to be acted upon.

Section 2: Amendments to these Bylaws must be approved by the Board of Directors of the American Industrial Hygiene Association before they become effective. This is done to ensure the section that future changes in these Bylaws will have the same force as the originals, which were so approved.

ARTICLE ELEVEN - ADOPTION OF BYLAWS

Section 1: These Bylaws are intended as a complete revision of the Bylaws dated November 5, 1958, amended as of March 1, 1973 and April 21, 1980 and April 6, 1988,

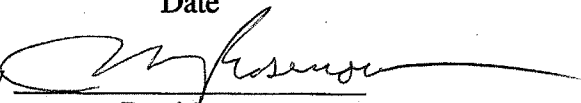
November 14, 1990 and January 30, 2007, under which the Chicago Local Section has operated in the past; and upon their adoption, the former Bylaws and Amendments will therefore be entirely null and void.

Section 2: These Bylaws shall become effective immediately upon approval by the Board of Directors of the American Industrial Hygiene Association.

Submitted by:

CHICAGO LOCAL Local Section

on 1/6/09
Date

by 
President

Approved by:

American Industrial Hygiene Association

on 03/23/2009
Date

by 
Secretary, AIHA Board of Directors