BYLAWS OF THE SOUTHEASTERN REGIONAL MEETING OF THE AMERICAN CHEMICAL SOCIETY

I. Name of The Corporation. The name of the Corporation is the Southeastern Regional Meeting of the American Chemical Society (or "SERMACS").

II. Purpose of the Corporation. The purpose of the Corporation is to ensure the ongoing success, continuity, and progress of scientific meetings based on chemistry and related areas in the Southeast Region of the American Chemical Society (ACS). Such meetings shall be hosted by local sections of the ACS selected by SERMACS, which will oversee the organization and operation of these meetings, providing support in the form of financial assistance and administrative and organizational guidance. These technical meetings shall encourage the advancement of chemistry and related areas, diffuse chemical knowledge, and promote scientific interests and inquiry through their respective symposia, reports, papers, publications, exhibits, awards and other programs as well as enhance the career development of chemists and scientists, including recognition to prominent regional chemists and chemical educators.

III. Composition of the Corporation. The following thirty-seven (37) local sections of the American Chemical Society are members of the Corporation: Alabama, Auburn, Carolina-Piedmont, Central North Carolina, Chattanooga, Coastal Georgia, East Tennessee, Eastern North Carolina, Florida, Georgia, Hampton Roads, Jacksonville, Kentucky Lake, Lexington, Louisville, Memphis, Middle Georgia, Mississippi, Mobile, Nashville, North Alabama, North Carolina, Northeast Georgia, Northeast Tennessee, Ole Miss, Orlando, Pensacola, Puerto Rico, Savannah River, South Carolina, South Florida, Southwest Georgia, Tampa Bay, Virginia, Virginia Blue Ridge, Western Carolinas, and Wilson Dam.

IV. Composition Of The Board Of Directors. The Board of Directors of the Corporation (which shall be known as the Steering Committee) serves to provide leadership for the Corporation and to provide continuity to the administration of the common concerns of the Southeastern Regional Meetings of the American Chemical Society.

A. Section Representatives (Members). The Steering Committee shall include one representative from each participating local section of the Southeastern Region of the American Chemical Society. The Chair of each participating local section shall appoint a member of its section to a 3 year term on the Steering Committee. It shall be the responsibility of this member to correspond with the Secretary of the Corporation who will send the member meeting notices, agenda for meetings, and other materials pertaining to activities of the Steering Committee.

B. Ex Officio Members. Each member of the Executive Committee (as defined herein) is a member of the Steering Committee.

C. Voting Membership. Each member of the Steering Committee shall be a voting member.

V. Meetings

A. Time of Meetings. A meeting of the Steering Committee shall be held during the annual meeting of the Southeastern Regional Meeting of the American Chemical Society and shall be open to all members of the American Chemical Society. Voting shall be limited to the members of the Steering Committee or their proxies identified by the Section Chair prior to the meeting.

B. Quorum. A Quorum shall be constituted by the presence of no fewer than eight (8) members of the Steering Committee.

C. Meeting Notices. Notice of each meeting of the Steering Committee shall be sent to the Executive Committee of the Steering Committee, the Chair of each local section of the Southeastern Region of ACS, and all other known members of the Steering Committee approximately 45 days prior to the meeting by the Treasurer of the Corporation. All pertinent documents, attachments, and appendices shall be forwarded to the Members of the Steering Committee as soon as available. At the end of each Steering Committee meeting at a Regional Meeting, the next annual Steering Committee meeting date will be determined.

D. Rules of Order. The Chair of the Steering Committee shall preside. If he/she is unable to attend, another officer (chosen in the order listed in VI-A) shall preside. Meetings of the Steering Committee and of its Executive Committee shall be conducted according to Roberts' Rules of Order, Newly Revised, except as specified herein.

E. Agenda. The agenda items should include, but shall not be limited to, reports from the chairs of all standing and ad hoc committees, presentations of bids to host future southeastern regional meetings; selection of meeting sites; financial reports; reports from the host section, immediate past host section, and future host sections; and recognition of local, regional, or national officers, and ACS staff.

F. Minutes. The Secretary of the Corporation, within one month of the meeting, shall provide minutes of the meeting to all member of the Steering Committee and to all who request these minutes.

VI. Officers and Executive Committee

A. Officers. The officers of the Steering Committee shall be: (1) the Chair, who shall run the meetings of the Steering and Executive Committee and shall appoint members of the Steering Committee to all ad hoc subcommittees; (2) the Chair-Elect, who serves as Vice Chair and will serve as Chair when the actual Chair is unable to so serve; (3) the Past Chair who shall appoint members of the Steering Committee to the Bylaw and Audit Subcommittee; (4) the Secretary, who shall keep records of the membership of the Steering Committee and distributes meeting notices, agendas, and other materials as provided in Bylaw IV(A), record and keep minutes of all Steering Committee meetings; and (5) the Treasurer, who shall maintain the Corporation's financial records, receive

and disburse the Corporation's funds as provided in Bylaw X, and present a detailed report of the Corporation's finances at the annual Steering Committee meeting. These officers shall be elected by the Steering Committee. No person shall serve in more than one capacity at any given time unless called upon to fill a vacancy.

B. Executive Committee

(1) Membership. The Executive Committee of the Steering Committee shall consist of the following eight members: (a) The five Officers of the Steering Committee; (b) the General Chair of the regional meeting of the immediate prior year; (c) the General Chair of the regional meeting of the present year; and (d) the General Chair of the regional meeting of the next following year.

(2) Meetings. The Executive Committee shall meet with the entire Steering Committee at its regular annual meeting and at such other times and places as the Chair designates. A quorum of four members, including the Chair or Vice-Chair shall be required to pass any motions.

(3) Authority. The Executive Committee shall be empowered to act for the Steering Committee between its regular annual meetings. All actions of the Executive Committee taken at such "other times" shall be reported at the next annual meeting of the Steering Committee. Power to approve, to disapprove, and to substitute alternate decisions to such interim actions reside with the Steering Committee, except as specifically provided in these bylaws.

C. Terms of Office. All members of the Executive Committee shall serve for three consecutive years. The rotation of Chair-elect to and then to Past Chair provides a three year service term, as does the rotation of the General Chairs of the Regional Meetings. The Secretary and the Treasurer shall each serve three-year terms. Terms of office shall begin and end at the close of each Southeastern Regional Meeting.

D. Vacancies In Office

(1) A vacancy in the office of Chair shall be filled by the Chair-Elect, and this person shall serve the remainder of the vacated term.

(2) A vacancy in the office of Chair Elect shall not be filled until the regular election at the next meeting of the Steering Committee.

(3) A vacancy in the office of Immediate Past Chair shall not be filled.

(4) A vacancy in the office of General Chair of a present or future Southeastern Regional Meeting shall be filled by action of the local section hosting the respective meeting.

(5) A vacancy in the office of the immediate past General Chair of a Southeastern Regional Meeting shall not be filled.

(6) A vacancy in the office of Secretary or Treasurer shall be filled immediately by the Chair-Elect, and this person shall serve the remainder of the vacated term.

E. Manner of Election. At the regular annual meeting of the Steering Committee, the Chair shall appoint a three-person Nominating Committee from among the Representatives present. The Nominating Committee shall present at the next annual meeting of the Steering Committee a slate of one or more nominees for Chair-Elect, and, if necessary, for Secretary and Treasurer. An opportunity for floor nominations shall be provided by the Chair. The candidate receiving the largest number of votes shall be elected. The Chair shall not vote unless necessary to break a tie in a two-person contest. A tie in a three- or more-person race shall be broken by a run-off among the tied candidates.

VII. Duties of the Steering Committee. The specific duties of the Steering Committee shall be:

A. To hold an annual meeting during the time of the Southeastern Regional Meeting.

B. To oversee the administration of the funds of the Committee.

C. To select future meeting sites through the rotation procedure provided elsewhere in the Bylaws and to oversee the general progress of future meetings.

D. To elect the officers of the Steering Committee.

E. To act in an advisory capacity to the meeting host sections and to serve as an arbiter of any disputes referred to the Committee arising in the local sections on matters relating to the conduct of the Southeastern Regional Meeting.

F. To act on any interim actions of the Executive Committee.

G. To keep minutes of all meetings.

VIII. Subcommittees

A. Bylaws Subcommittee. The Bylaws Committee shall consist of the Chair Elect, the past Chair, and the Secretary. In order to expedite discussions at meetings, the Bylaws Committee shall develop specific proposals for amendments to these Bylaws at the suggestion of members wishing to effect changes in them.

B. Audit Subcommittee. The Audit Committee shall consist of the Chair and the Past Chair and shall audit the Treasurer's financial records submitted to the Steering Committee.

C. Award Subcommittee. The General Chairperson of SERMACS for the present year shall appoint this subcommittee. It shall select the winner of the southeast regional award for high school chemistry teaching, upon the request of the awards office of the American Chemical Society. Members of this committee shall not include members of the sections from which nominations for the award were received by the awards office in a given year. The amount of the award shall be provided by the national office of the ACS. By joint agreement, the Chair of the Steering Committee and the SERMACS General Chair may assign additional award responsibilities to this committee.

D. Ad hoc Committees. The Chair of the Steering Committee may appoint ad hoc subcommittees as appropriate for carrying out its responsibilities.

IX. Meeting Site Selection.

A. Choosing the Meeting Site. The Southeastern Region of the American Chemical Society shall be divided into six geographical Districts for the purpose of selecting Southeastern Regional Meeting Sites. The selection of a Southeastern Regional Meeting Site shall rotate annually in an orderly fashion from District I through V . Three months before the meeting of the Steering Committee, all eligible sections shall be notified of their eligibility to bid to host the meeting. Any section can bid at any time to host a meeting, but preference will be given to the sections bidding in the designated order (see below). District VI exists for the purpose of sponsoring Joint Southeastern and Southwestern Regional Meetings. The selection of a meeting site shall normally be made at the meeting of the Steering Committee five years in advance of the regional meeting in question.

B. Presentation of Invitations. There shall be only one ten-minute presentation from each section presenting a bid at the meeting of the Steering Committee. Only members of the American Chemical Society may make presentations, which should provide information on the availability of facilities, hotels, finances, etc.

C. No Acceptable Bids Received. If no Section is chosen to host a meeting by the Steering Committee, any Section can present a bid to host the meeting directly to the Executive Committee or at the next annual meeting of the Steering Committee.

D. Host Withdraws from Its Duties. If a Section withdraws its bid or declines to host a meeting after it has accepted the award, this Section can be fined an amount equal to the cost of finding a new host for the meeting. The Executive Committee shall solicit bids and award the meeting to whichever Section it selects. This action cannot be reversed by the Steering Committee.

X. Finances

A. Income. An amount of 20% of the net difference between income and expenditures accruing to a host section of a SERMACS meeting held in Districts I through V shall be paid to the Treasurer of the Steering Committee within 6 months from the end of the

meeting. In the case of joint SE/SW regional meetings, 10% of the net profits shall be paid to the Treasurer of each Steering Committee.

B. Expenditures. The funds collected and held by the Treasurer shall be used for:

(1) Routine expenses of the offices of Secretary, Treasurer, Chair, and Chair-Elect, such as phone, stationery, mailing expenses, duplication expenses, and temporary secretarial help. Any expense in excess of $500 is subject to the approval of the Executive Committee .

(2) For covering a part or the whole of a deficit incurred at a Southeastern Regional Meeting. The amount paid out to cover a deficit for any one meeting shall not exceed 10% of the budget approved for this meeting by the Steering Committee or 25% of the funds held by the Steering Committee. Payment of such funds shall cover specific obligations of the host section, and shall be approved by the Executive Committee at any time after the close of the meeting. The members of the Executive Committee, with the exception of the General Chair of the meeting at which the deficit occurred, shall vote to approve or disapprove the reimbursement request, either at a special meeting of the Executive Committee, or by mail or electronic ballot, at the Chair's Discretion. A report of the actions of the Executive Committee, together with all relevant information shall be sent to all members of the Steering Committee. Before implementing the action approved by the Executive Committee on the request for coverage of a deficit, the Executive Committee shall wait 60 days for objections to its action. If any objection is received, the Executive Committee must reconsider their action and make a second vote which will be the final decision on the request for coverage of the deficit. Each host section shall provide or present a budget two (2) years prior to their meeting. Upon approval by the Steering Committee, this budget will establish the Corporation's financial liability. At the discretion of the host section, this budget may be reviewed one year out by the full Steering Committee and six months out by the Executive Committee to adjust the Corporation's liability levels.

(3) An interest free loan of up to ten percent of the funds in all Corporation accounts at the time of the request may, upon the approval of the Executive Committee, be advanced to any section scheduled to host a future southeastern regional meeting. Repayment of each loan shall be made within six months after the scheduled meeting hosted by that local section.

(4) The Target Balance of the corporation's funds (originally set at $50,000 at the time of Incorporation in 2002), is intended to serve as a sinking fund to help offset losses incurred by Regional Meeting Host Sections. The Target Balance may be changed at the annual Steering Committee meeting. Any proposal to change the Target Balance requires majority votes of the Steering Committee at the annual meetings in two consecutive years.

(5) After expenses, if the balance of the Corporation's funds exceeds the Target Balance (XB4), the difference between the actual balance and the Target Balance

shall be considered Excess Funds. Any member of the Steering Committee or of the Executive Committee, or the General Chair of any approved future Regional Meeting may submit a written proposal requesting any portion of the Excess Funds. Proposals must be submitted no later than 10 months prior to the Regional Meeting for which funds are requested. The Executive Committee will review proposals within two months of receipt and award none, some, or all of the Excess Funds to any specific request. Funds awarded may be in the form of grants, loans, or conditional loans.

C. Financial Reports

(1) Within six months of the close of a Regional Meeting the General Chair of the meeting shall provide to the Treasurer a detailed financial statement of income and expense for the meeting.

(2) At each annual meeting of the Steering Committee the Treasurer shall present (a) a financial report for the past year, (b) a report on the overall financial results for the last Regional Meeting, and (c) a report on any interim financial actions by the Executive Committee.

XI. Termination of the Corporation. In the case of the termination of the Corporation, the assets in possession of the Corporation after making provision for the payment of all of the liabilities of the Corporation shall be sent to the national office of ACS.

XII. No Regional Meeting or Two Regional Meetings. In the event that no Regional Meeting is held in a given calendar year, the outgoing Executive Committee shall meet during the fourth quarter to function on behalf of the Steering Committee for that meeting year. This meeting may be held by electronic communication. In the event that there are two Regional Meetings in a given calendar year, the fall meeting serves as the transition meeting for the Executive Committee.

XIII. Adoption and Amendment of These Bylaws

A. Prior Documents. These Bylaws supersede the "Working Rules of the Steering Committee of the Southeastern Regional ACS Meetings" as originally passed in January, 1951 and amended last in November, 1969. These Bylaws also supersede the "Rules for Administration of the Sinking Fund of the Southeast Regional ACS Meeting" as originally promulgated in November, 1969, and amended in November, 1972, October, 1994, and November, 1998. These Bylaws were approved in November, 2001, ratified in November, 2002, and amended in November 2004. These Bylaws incorporate the November 2004 amendments.

B. Effective Date. These bylaws become effective after the approval by a two-thirds vote of the Steering Committee present at an annual meeting followed by ratification by two-thirds of all the local sections that cast votes by a given deadline.

C. Amendments. These Bylaws (including Appendices 1 & 2) may be amended by a two-thirds vote of the Steering Committee at any regular annual meeting provided that notice of the proposed amendments(s) has (have) been sent to all members of the Executive Committee and all Chairpersons of the local sections at least two months prior to the annual meeting.

D. Relationship to ACS Documents. In any conflict between these Bylaws and the Constitution and By-Laws of the American Chemical Society, the latter shall take precedence.

Appendix 1: SOUTHEASTERN REGIONAL MEETING SITE DISTRICTS

District	Section No.	Section
I - Tennessee and Kentucky	217	Chattanooga
	218	East Tennessee
	228	Lexington
	229	Louisville
	234	Kentucky
	236	Nashville
	237	Northeast Tennessee
II - Alabama	400	Alabama
	402	Auburn
	423	Mobile
	425	North Alabama
	444	Wilson Dam
III - Florida and Puerto Rico	117	Puerto Rico
	406	Tampa Bay
	409	South Florida
	411	Orlando
	413	Florida
	417	Jacksonville
	431	Pensacola

continued ...

Appendix 1, continued: SOUTHEASTERN REGIONAL MEETING SITE DISTRICTS

District	Section No.	Section
IV - South Carolina and Georgia	410	Coastal Georgia[a]
	414	Georgia
	416	Southwest Georgia
	427	Northeast Georgia
	434	Savannah River
	435	South Carolina
	442	Western Carolinas
	454	Middle Georgia
V - Virginia and North Carolina	205	Virginia Blue Ridge
	245	Hampton Roads
	246	Virginia
	405	Carolina-Piedmont
	407	Central North Carolina
	412	Eastern North Carolina
	426	North Carolina
VI - Joint Regional Meetings with the Southwest Region of the American Chemical Society	235	Memphis
	410	Louisiana[b]
	420	Ole Miss
	422	Mississippi

[a]Formerly the Coastal Empire Section

[b]The Louisiana Section is a Member of the Southwest ACS Region. Louisiana is listed here in recognition of their participation in hosting the Joint SERMACS/SWRMACS meetings in years ending in zero (see Appendix 2).

Appendix 2: ROTATION SCHEDULE

Years ending in 1, 2, 3, 4, 6, 7, 8, 9, should have meetings in the districts as shown below; years ending in 0 are Louisiana/Mississippi Joint SERMACS-SWRMACS; years ending in 5 are Memphis/Ole Miss Joint SERMACS/SWRMACS.

Year	District	Host Section or Meeting Location
2000	VI	New Orleans LA
2001	II	Savannah GA
2002	III	Charleston SC
2003	IV	Atlanta GA
2004	V	Raleigh-Durham NC
2005	VI	Memphis TN
2006	I	Augusta GA
2007	II	Greenville SC
2008	III	Nashville TN
2009	IV	San Juan PR
2010	VI	New Orleans LA
2011	V	Richmond VA
2012	I	Raleigh-Durham NC
2013	II	
2014	III	
2015	VI	
2016	IV	
2017	V	
2018	I	
2019	II	
2020	VI	