

THE CONSTITUTION OF THE
ALASKA ANTHROPOLOGICAL ASSOCIATION
(As amended 2015)

ARTICLE I: NAME

The name of this association shall be the Alaska Anthropological Association.

ARTICLE II: PURPOSE

Section 1. The association shall: Serve as a vehicle for maintaining communication among people interested in all branches of anthropology; promote public awareness and education of anthropological activities and goals; foster appreciation of the past and present cultures of Alaskan peoples; encourage partnerships between Alaska Natives and others and the anthropological community in research and educational activities; and facilitate the dissemination of anthropological works in both technical and non-technical formats.

Section 2. The Alaska Anthropological Association is organized exclusively for charitable, scientific, literary, or educational purposes within the meaning of section 501(c)(3) of the Internal Revenue Code.

Section 3. Notwithstanding any other provision of these articles, the association shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax under section 501(c)(3).

Section 4. This association is not organized for profit, and no part of the net earnings shall inure to the benefit of any private shareholder.

ARTICLE III: MEMBERSHIP

Section 1. Membership in the association shall be open to any individual or organization indicating interest and concern for the discipline of anthropology.

Section 2. The association shall be composed of regular, student, honorary lifetime, and institutional members. Lifetime members are designated at the discretion of the board of directors.

Section 3. Regular, student, and honorary lifetime members shall be persons who take an interest in the purposes of the association. Regular and student members shall pay dues and shall have voting privileges. Honorary lifetime members shall have voting privileges but shall not pay dues.

Section 4. Institutional members shall consist of private or governmental organizations that have paid dues to receive news of the association. They shall not have voting privileges.

Section 5. Memberships will run one calendar year, from October 1 to September 30. Memberships are for one calendar year at a time. Honorary lifetime members have no expiration date on their membership. Financial incentives, such as reduced rates for early renewal may be utilized by the board to encourage timely membership renewal.

ARTICLE IV: GOVERNING BODY

Section 1. The officers of the association shall be: a president; a five-member board of directors which will include a vice president and a secretary; an appointed newsletter editor; an appointed Aurora editor; and an appointed Journal editor. Election of the president and board members shall be by plurality of vote. All officers, whether elected or appointed, must be members of the association. The board of directors serves as the primary governing body for the association.

Section 2. The president is elected for a two-year term and may serve no more than two consecutive terms. Should the president become unable to fulfill his or her duties, the board of directors may

appoint a replacement who serves for the remaining portion of the un-expired term. A president who serves a partial appointed term may subsequently serve two consecutive elected terms. The president presides at board of directors' meetings, but votes on matters that come before the board only in case of a tie.

Section 3. Elected members of the board shall serve two-year terms. They may hold their positions for not more than two consecutive elected terms. Each year, either two or three board seats will be elected. Should a board member become unable to fulfill his or her duties, the president, with the advice and majority consent of the board of directors, may appoint a replacement who serves for the remaining portion of the un-expired term. A board member who serves a partial appointed term may subsequently serve two consecutive elected terms.

Section 4. The treasurer, newsletter editor, Aurora editor, and Alaska Journal of Anthropology editor are appointed by the president shortly after his or her election. The president makes and terminates these appointments with the advice and majority consent of the board of directors. These appointed officers serve a two-year term that coincides with the president's. The number of terms to which these officers may be re-appointed is not limited. These appointed position(s) are as non-voting officers.

ARTICLE V: COMMITTEES

Committees may be established by the board of directors as necessary.

ARTICLE VI: ANNUAL MEETING

Section 1. The association shall have an annual meeting to be held during the spring, preferably in March.

Section 2. The location of the annual meeting will be selected at least two years in advance, by the board of directors with the advice of the annual business meeting participants.

ARTICLE VII: AMENDMENTS TO THE CONSTITUTION

This constitution may be amended, provided the amendment is approved by two-thirds of those association members voting. Proposed amendments shall be communicated to all members of the association. Voting on constitutional changes and amendments shall be by mail vote only. Mechanism of delivery will typically be electronic via email or web application.

ARTICLE VIII: DISSOLUTION OF THE ASSOCIATION

Upon the dissolution of this association, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to one or more non-profit funds, foundations or corporations which have established their tax exempt status under section 105(c)(3) of the Internal Revenue Code.

ALASKA ANTHROPOLOGICAL ASSOCIATION BYLAWS
(As amended 2015)

ITEM 1. DUES

The board of directors will have the authority to establish dues for members and set the rates for special categories of members. These dues will be reviewed periodically for inflationary adjustments to ensure the association has adequate finances for carrying out its business.

ITEM 2. FINANCES

Section 1. The fiscal year for the association will run from October 1 to September 30.

Section 2. The income from annual dues, donations (unless specifically designated), and money from other sources shall be considered a working fund to support publications and current expenses. Monies shall be expended, as authorized by the board of directors, only to further the purposes of the association. The board of directors shall develop and maintain a fiscally responsible management plan that will protect the principal but utilize the interest of the association's investment accounts.

Section 3. The association shall maintain accounts as specified in Appendix I of these bylaws. Appendix I is not a part of the bylaws and may be changed by a majority vote of the board of directors.

Section 4. To manage the association's assets in a fiscally responsible manner, the president, working closely with the treasurer, will prepare an annual budget for the association. In preparing the association budget, the president will receive all financial information from the newsletter, Aurora and Journal editors and any committee that proposes to make expenditures. The association budget will be submitted to the board of directors for their review and a budget will be approved by the board of directors by September 30 of each year.

Section 5. The president shall sign contracts and obligations for the association authorized by the board of directors. The only exceptions are printing contracts, which the president may authorize the Aurora or Journal editors or board-designated associate editors to sign on the association's behalf, and which are paid from the appropriate account.

ITEM 3: DUTIES OF OFFICERS

Section 1. The duties of each officer are set out in the job descriptions that form Appendix II of these bylaws. These job descriptions are not part of the bylaws and may be changed by a majority vote of the board of directors.

Section 2. The board of directors will meet at least three times a year: once following the annual business meeting, once during the fall, and once at the annual meeting of the association prior to the business meeting. The board may hold other meetings as required by association business. When all board members cannot meet face to face, meetings may be held by teleconference. All board meetings are open to the membership. Members may ascertain the time and place of board meetings by contacting the secretary or the president. A board meeting may be called by the president or by three members of the board. A quorum shall be constituted of three board members plus the president, or four board members. When the president cannot attend, he or she may designate in advance a board member as presiding officer for that meeting.

Section 3. The president will be the primary contact person in the association for normal daily functions of the association such as payment of minor expenses, coordinating committee activities,

working with the editors of the newsletter, Aurora, and the Alaska Journal of Anthropology, and answering inquiries to the association. The president will provide the board of directors' copies of all financial documents including checking account statements, bills and a detailed account of annual meeting finances on a timely basis.

ITEM 4: COMMITTEES

Association committees are of two types: ad hoc/short term committees and standing committees. Both are appointed by the president with the advice and consent of the board of directors. All committees, unless otherwise specified, will consist of a minimum of three members of the association. Selection criteria and length of service will be determined by the president and board of directors on a case by case basis. Each committee shall have a chair whose responsibilities include co-coordinating the activities of the committee and reporting the committee recommendations to the president, board and membership as charged and appropriate. All committee recommendations are subject to review by the president and board who alone have the authority to act upon these recommendations in the name of the association. The specific charges for the committees are developed by the president and board of directors.

Section 1. Ad hoc committees are formed to address specific issues of short duration.

When they have served their purpose and presented their reports and recommendations to the president and board they are dissolved with thanks.

Section 2. Standing committees are formed to meet continuing or recurring needs of the association. Their names should be carefully selected to express their function and used consistently. They should have specific charges developed by the president and board. The initial charge may be modified from time to time by the board upon the recommendation of, or with the consent of, the committee involved. Committee members should serve staggered finite terms with an appropriate hiatus (a minimum of one year) between the end of a term and possible reappointment. The chairs of standing committees are required to present a brief report on the activities of the year to the board and/or the membership at least once a year during the annual meeting and at the request of the board. Committees which have reported no activities in a three-year period are dissolved by the president.

Section 3. The association shall support a program of scholarship and other awards as specified by the board of directors and in accordance with the purpose of the association as defined in the constitution.

ITEM 5: ELECTIONS

Section 1. Elections Committee. At their meeting following the annual business meeting, the president, with the advice and majority consent of the board of directors, will appoint an Elections Committee, consisting of at least two members of the association. This committee will oversee nominations and tabulate ballots. Members of this committee may not be incumbent officers or candidates.

Section 2. Nominations. All members of the association will be provided the opportunity to nominate candidates for vacant offices each year. The call for nominations will be made each year in the September Newsletter. Nominations will be open in alternate years for the president and each year for all vacant positions on the board of directors. The elections committee will present for vote: the two nominees for each office receiving the highest number of nominations from the membership. Nominations and balloting for the board of directors are at large; there is no slate for a

given seat. No member's name shall be placed on the ballot unless he or she provides a letter stating his or her willingness to serve conscientiously as an association officer.

Section 3. Elections. Each member may cast one vote for president and a number of board members equal to the number of vacant seats. Information on those nominees standing for office, including a biographical sketch, will be published along with a ballot, and the deadline for ballot returns, in the December Newsletter. The elections committee will tabulate the ballots. The nominee for president who receives the highest number of votes will be elected. The nominees who receive the highest votes for board seats will be elected to those seats. A tie or ties will be broken by the board of directors. Newly elected officers should attend the board meeting held during the association's annual meeting. New officers shall formally assume office at the beginning of the new business segment of the annual business meeting.

ITEM 6: ANNUAL MEETING

Section 1. The president, with the advice and majority consent of the board of directors, shall appoint and consult with the chairperson of the annual meeting organization committee. The chair of the meeting organization committee is charged with the appointment of the remainder of that committee.

Section 2. All members of the association and other parties interested in anthropological activities who register at the meeting may attend any of the scientific programs.

Section 3. Business meetings shall be open to all, but only members may vote. Business meetings shall be conducted according to Robert's Rules of Order.

Section 4. Unless specified otherwise in the constitution or bylaws, business will be transacted by majority vote.

Section 5. Resolutions must be presented to the board of directors in writing at least 24 hours in advance of the annual business meeting and prior to the board meeting. The board will consider such actions and present them to the membership with a recommendation.

ITEM 7: REFERENDUM

A referendum vote may be initiated by the board of directors or by a petition of 20 percent of the membership of the association. Such a vote may be held at any time. A majority of the votes received constitutes a favorable vote.

ITEM 8: AMENDING THE BYLAWS

The bylaws may be amended in the same manners as the constitution as noted in Article VII.