CONSTITUTION AND BY-LAWS

CONSTITUTION AND BY-LAWS OF THE CRYSTALLOGRAPHICAL AND MINERALOGICAL SOCIETY OF AMERICA

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CONSTITUTION

Article I

Name

This Society shall be known as the Crystallographical and Mineralogical Society of America.

Article II

Object

The object of this Society is the promotion of the sciences of Crystallography and Mineralogy.

Article III

Membership

The Society shall be composed of Fellows, Members, Correspondents, and Patrons.

1. Fellows shall be persons who have published results of crystallographical and mineralogical research, and who upon nomination by the Council have been duly elected to fellowship by the Crystallographical and Mineralogical Society of America.

2. Members shall be persons not Fellows who are engaged or interested in crystallographical or mineralogical work.

3. Correspondents shall be persons distinguished for their attainments in Crystallography and Mineralogy and not resident in North America.

4. Patrons shall be persons who have bestowed important favors upon the Society. Election to patronship carries with it the rights and privileges of Members.

5. Fellows, Members, and Patrons are entitled to vote, but only Fellows are eligible to office in this Society.
Article IV.

Officers

1. The Officers of the Society are a President, two Vice-Presidents, a Secretary, a Treasurer, and an Editor.

These officers constitute an Executive Committee to be called the Council.

2. The President shall discharge the usual duties of a presiding officer at all meetings of the Society and of the Council. He shall take cognizance of the acts of the Society and of its officers, and cause the provisions of the Constitution and By-Laws to be faithfully carried into effect.

3. The Vice-Presidents, in the order of their precedence, shall assume the duties of Presidents in case of the absence or disability of the latter.

4. The Secretary shall keep the records of the proceedings of the Society, and a complete list of the Fellows, Members, Correspondents, and Patrons, with the dates of their election to and separation from the Society. He shall also be the Secretary of the Council.

The Secretary shall cooperate with the President in attention to the ordinary affairs of the Society. He shall attend to the preparation, printing, and mailing of circulars, blanks, and notifications of elections and meetings. He shall superintend other printing ordered by the Society or by the President, and shall have charge of its distribution, under the direction of the Council.

The Secretary, unless other provision be made, shall act as Librarian, and as Custodian of the Property of the Society, except as provided for in Article IV, Section 6.

5. The Treasurer shall have the custody of all funds of the Society. He shall keep account of receipts and disbursements in detail, and this shall be audited as hereinafter provided.

6. The Editor shall supervise all matters connected with the publication of the transactions, journals or bulletins of the Society under the direction of the Council. He shall also be the keeper of all publications sent to the Society.

7. The Council is clothed with executive authority and with the legislative powers of the Society in the intervals between its meetings; but no extraordinary act of the Council shall remain in force beyond the next following stated meeting without ratification by the Society. The Council shall have control of the publications.
of the Society, under provisions of the By-Laws and of resolutions from time to time adopted. They shall receive nominations for Fellows, Members, Correspondents, and Patrons, and, on approval by them, shall submit such nominations to the Society for action. They shall have power to fill vacancies ad interim in any of the offices of the Society not otherwise provided for.

8. Terms of Office.—The President and Vice-Presidents shall be elected annually. The President shall not be eligible for re-election until after an interval of three years from retirement from office. A Vice-President is eligible for re-election not more than once within such interval.

The Secretary, Treasurer, and Editor shall be eligible to re-election without limitation.

Article V
Voting and Elections

1. All elections shall be by ballot. To elect a Fellow, Member, Correspondent, or Patron, or impose any special tax, shall require the assent of nine-tenths of all persons voting.

2. Voting by letter may be allowed.

3. Election to Membership.—Nominations for all classes of membership must be made by two Fellows according to a form to be provided by the Council. One of these Fellows must be personally acquainted with the nominee and his qualifications for membership. The Council will submit the nominations received by them, if approved, to a vote of the Society in the manner provided in the By-Laws. The result may be announced at any stated meeting; after which notice shall be sent to the elect.

4. Election of Officers.—Nominations for office shall be made by the Council or otherwise as provided for in the By-Laws. The nominations shall be submitted to a vote of the Society in the same manner as nominations for membership. The results shall be announced at the annual meeting; and the officers thus elected shall enter upon duty at the adjournment of the meeting.

Article VI
Meetings

1. The Society shall hold at least one stated meeting a year in the winter season. The date and place of this meeting shall be fixed by the Council, and announced each year within three months after the adjournment of the preceding winter meeting. The program of such meeting shall be determined by the Council and announced beforehand, in its general features. The details of the daily sessions shall be arranged by the Council of this Society.
2. The winter meeting shall be regarded as the annual meeting.

3. Special meetings of the Society as a whole or of any of its sections as sectional meetings may be called by the Council, and must be called upon the written request of ten Fellows, for a general meeting and of five Fellows for any of its sections.

4. The stated meetings of the Council shall be held coincidently with the stated meeting of the Society. Special meetings may be called by the President at such times as he may deem necessary.

5. **Quorum.**—At meetings of the Society a majority of those registered in attendance shall constitute a quorum. Four shall constitute a quorum of the Council.

**Article VII**

**Publications**

The publications of the Society shall be under the immediate control of the Council.

**Article VIII**

**Amendments**

1. This Constitution may be amended at any winter meeting by a three-fourths vote of all the Fellows, provided that the proposed amendment shall have been submitted in print to all Fellows at least three months previous to the meeting.

2. By-Laws may be made or amended by a majority vote of the Fellows present and voting at any annual meeting, provided that printed notice of the proposed amendment or by-law shall have been given to all Fellows at least three months before the meeting.

**BY-LAWS**

**Chapter I**

**Membership**

1. No person shall be accepted as a Fellow of the Crystallogographical and Mineralogical Society of America unless he pay the initiation fee and the dues for the year within three months after notification of his election. The initiation fee of Fellows shall be five (5) dollars and the annual dues five (5) dollars, payable on or before the annual meeting in advance; but a single prepayment of one hundred (100) dollars shall be accepted as commutation for life.
The annual dues for Members shall be three (3) dollars. No person shall be accepted as a Member unless he pay the dues for the year within three months after notification of his election. The annual dues are payable to The Crystallographical and Mineralogical Society of America on or before the annual meeting.

2. An arrearage in payment of annual dues shall deprive a Fellow or Member of the privilege of taking part in the management of the Society and of receiving the publications of the Society. An arrearage continuing over two (2) years shall be construed as notification of withdrawal.

3. Any person eligible under Article III of the Constitution may be elected Patron upon the payment of one thousand (1,000) dollars to the Society.

Chapter II

Officials

1. The President shall countersign, if he approves, all duly authorized accounts and orders drawn on the Treasurer for the disbursement of money.

2. The Secretary, until otherwise ordered by the Society, shall perform the duties of Editor, Librarian, and Custodian of the property of the Society.

3. The Society may elect an Assistant Secretary.

4. The Treasurer shall give bonds, with two good sureties approved by the Council, in the sum of one thousand dollars, for the faithful and honest performance of his duties and safe-keeping of the funds of the Society. He may deposit the funds in bank at his discretion, but shall not invest them without authority of the Council. His accounts shall be balanced as on the thirtieth day of November of each year.

5. The minutes of the proceedings of the Council shall be subject to call by the Society.

6. The Council may transact its business by correspondence during the intervals between its stated meetings; but affirmative action by a majority of the Council shall be necessary in order to make action by correspondence valid.

Chapter III

Election of Members

1. Nominations for all classes of membership may be proposed at any time on blanks to be supplied by the Secretary.
2. The form for nomination shall be as follows:

In accordance with his desire, we respectfully nominate for Fellow, Member, Correspondent, or Patron, of The Crystallographical and Mineralogical Society of America.

Full name; degrees; address; occupation; character of work now engaged in; work already done; list of publications.

(Signed by at least two Fellows)

The form when filled is to be transmitted to the Secretary.

3. The Secretary will bring all nominations before the Council, at the winter meeting of the Society. The Council will signify its approval or disapproval of each.

4. At least a month before the stated winter meeting of the Society the Secretary shall mail a printed list of all approved nominees for membership to each Fellow and Member, accompanied by such information as may be necessary for intelligent voting, but an informal list of candidates shall be sent to each Fellow and Member at least two weeks prior to distribution of the ballots.

5. The Fellows receiving the list will signify their approval or disapproval of each nominee, while the Members will be restricted to voting on nominees for membership in their class only. All lists are to be returned to the Secretary.

6. At the next stated meeting of the Council the Secretary shall present the lists and the Council will canvass the returns.

7. The Council, by unanimous vote of the members is attendance may still exercise the power of rejection of any nominee whom now information shows to be unsuitable for membership.

8. At the next stated meeting of the Society the Council shall declare the results.

Chapter IV

Election of Officers

1. The Council shall prepare a list of nominations for the several offices, which list will constitute the regular ticket. This ticket must be approved by a majority of the entire Council. The nominee for President shall not be a member of the Council.

2. The list shall be mailed to the Fellows and Members, for their information, at least nine months before the annual meeting. Any five Fellows may forward to the Secretary other nominations for any or all offices. All such nominations reaching the Secretary at least 40 days before the annual meeting shall be printed, together with the names of the nominators, as special tickets. The regular and special tickets shall then be mailed to the Fellows and Members at least 25 days before the annual meeting.
3. The Fellows and Members shall send their ballots to the Secretary in double envelopes, the outer envelope bearing the voter's name. At the winter meeting of the Council, the Secretary shall bring the returns of ballots before the Council for canvass, and during the winter meeting of the Society the Council shall declare the result.

4. In case a majority of all the ballots shall not have been cast for any candidate for any office, the Society shall by ballot at such winter meeting proceed to make an election for such office from the two candidates having the highest number of votes.

Chapter V

Financial Methods

1. No pecuniary obligation shall be contracted without express sanction of the Society or the Council. But it is to be understood that all ordinary, incidental, and running expenses have the permanent sanction of the Society, without special action.

2. The creditor of the Society must present to the Treasurer a fully itemized bill, certified by the official ordering it, and approved by the President. The Treasurer shall then pay the amount out of any funds not otherwise appropriated, and the receipted bill shall be held as his voucher.

3. At each annual meeting, the President shall call upon the Society to choose two Fellows or Members, not members of the Council, to whom shall be referred the books of the Treasurer, duly posted and balanced to the close of November thirtieth, as specified in the By-Laws, Chapter II, section 4. The auditors shall examine the accounts and vouchers of the Treasurer, and any member or members of the Council may be present during the examination. The report of the Auditors shall be rendered to the Society before the adjournment of the meeting, and the Society shall take appropriate action.

Chapter VI

Publications

1. The publications are in charge of the Council and under its control.

2. One copy of each publication shall be sent to each Fellow, Member, Correspondent and Patron.
Chapter VII

The Publication Fund

The Publication Fund shall consist of donations made in aid of publication.

Chapter VIII

Order of Business

1. The Order of Business at winter meetings shall be as follows:

   (1) Call to order by the presiding officer.
   (2) Introductory ceremonies.
   (3) Report of the Council (including report of officers).
   (4) Appointment of the Auditing Committee.
   (5) Declaration of the vote for officers, and election by the meeting in case of failure to elect by the Society through transmitted ballots.
   (6) Declaration of the vote for Fellows.
   (7) Declaration of the vote for Members.
   (8) Deferred business.
   (9) New business.
   (10) Announcements.
   (11) Necrology.
   (12) Reading of scientific papers.

2. At an adjourned session the order shall be resumed at the place reached on the previous adjournment, but new business will be in order before the reading of scientific papers.

3. At any Special Meeting the order of business shall be numbers (1), (2), (3), (10), followed by the special business for which the meeting was called.

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