

**Constitution of the ~~Milwaukee~~  
~~Chapter~~Wisconsin Chapter of the American  
Statistical Association**

**April ~~14, 1994~~2014**

**Article I. Name**

This organization ~~is a professional association which~~ shall be known as the ~~Milwaukee~~  
~~Chapter~~Wisconsin Chapter of the American Statistical Association (ASA).

**Article II. Objectives**

This Chapter shall foster the science of statistics and its applications in the entire state of Wisconsin.

~~This Chapter shall foster in the broadest manner the science of statistics and its applications; it shall provide a forum in which its members may present and discuss professional topics of mutual interest; and it shall promote unity and effectiveness of effort among those groups in the Milwaukee metropolitan area which are interested in statistical matters.~~

**Article IV. Officers**

The officers of the Chapter shall be a President, a President-Elect, a Past-President, a Secretary, a Treasurer, and a Representative to the ASA Council of Chapters. The President, Secretary, and Chapter Representative must be Regular Members of the ASA. The President-Elect can be called the Vice President for official purposes; similarly, the Representative to the ASA Council of Chapter can be called the Chapter Representative.

**Article V. Board of Directors**

The affairs of the Chapter shall be managed by a Board of Directors. This Board is the policy-making and legislative body of the Chapter and shall consist of the six officers listed in Article IV (above) and at least three other individual members.

## **Article VI. Committees**

Standing Committees and Special Committees can be formed by the Board of Directors as may be needed. The By-Laws provide for the formation of such Committees but do not mandate them. In the absence of such Committees, any necessary business will be performed by the Board of Directors.~~The committees of the Chapter shall consist of three Standing Committees and such Special Committees as circumstances may indicate. The Standing Committees shall be a Program Committee, a Membership Committee, and a Nominating Committee. The By-Laws provide for the formation of such other Standing Committees as may from time to time be needed.~~

## **Article VII. Meetings**

~~There shall be one or two Regular Meetings of the general membership each year from September through June. One of the two meetings will be designated the Annual Meeting. The Board of Directors shall meet at least one time each year. There shall be four or more Regular Meetings of the general membership each year from September through May. The May meeting shall be the Annual Meeting. The Board of Directors shall meet at least three times each year. Special Meetings of either the general membership or the Board of Directors can be called as provided in the By-Laws.~~

## **Article VIII. Dues**

The Board of Directors shall determine a schedule of dues applicable to various types of Chapter membership.

## **Article IX. National Constitution**

The constitution and By-Laws of this chapter shall be consistent with those of the American Statistical Association. all provisions of the Constitution and By-Laws of the American Statistical Association shall be considered included herein for use where applicable and necessary.

## **Article X. Amendments**

Both the Constitution and the By-Laws of this Chapter may be amended, or repealed and replaced, by an affirmative two-thirds vote of individual members present at any meeting, or voting by ~~mail~~mail, email or other similar means - provided that notice of such meeting and of the proposed changes shall have been sent to each individual member in good standing at least two weeks before the date of the meeting at which the proposed changes are to be voted upon, or the date on which ballots are to be counted.

## **Article XI. Dissolution**

In the event of dissolution of the ~~Milwaukee Chapter~~ Wisconsin Chapter, the officers shall, after paying or making provision for payment and discharge of all the liabilities of the ~~Milwaukee Chapter~~ Wisconsin Chapter, distribute all of the remaining net assets of said chapter to the American Statistical Association exclusively for charitable, scientific, literary, and educational purposes. The American Statistical Association is an exempt organization under Section 501(c)(3) of the Internal Revenue Code.

## **By-Laws of the ~~Milwaukee Chapter~~ Wisconsin Chapter of the American Statistical Association**

### **Article I. Membership**

1. *Types.* An *Individual Member* shall be a person interested in the objectives of the Chapter and whose application has been approved by the Membership Committee and accepted by the Board of Directors. The right to vote, to hold office, and to sign a nominating or referendum petition shall be limited to individual members. There shall be two types of individual members:

- a) *Regular Member:* an individual member of the Chapter who is also a member of the American Statistical Association or an affiliated society;
- b) *Associate Member:* an individual member of the Chapter who has an interest in statistics and its applications, but who is not a member of the American Statistical Association or an affiliated society.

An *Organizational Member* shall be an institution, business, or other organization interested in fostering and supporting the objectives of the Chapter and whose application has been approved by the Membership Committee and accepted by the Board of Directors.

2. *Membership Year.* A new membership shall begin on the first day of the month following approval and acceptance of a membership application and shall continue for twelve consecutive months.

3. *Resignation* by a member or *Termination of Membership* by the Chapter shall be governed by Article I of the By-Laws of the American Statistical Association, 1991 version.

4. *A member in good standing* shall be one whose membership affairs are current, including the payment of dues.

## Article II. Finances

~~1. *Fiscal Year.* The fiscal year shall begin on July 1st and extend through June~~

~~1. 30th of the following year. The fiscal year shall begin on June 1st and extend through May 31st of the following year.~~

~~2. Other financial matters, not explicitly covered by this Constitution and these By-Laws, shall be governed by Article II of the By-Laws of the ASA, December 4, 2009 version; see~~

~~2. <<http://www.amstat.org/about/bylaws.cfm>>1991 version.~~

## Article III. Officers

~~1. *Election.* Officers shall be elected by ballots ~~mailed~~mailed, emailed or other similar means to all individual members in good standing. Elections will be conducted each June. Such ballots must be mailed at least two weeks prior to the Annual Meeting at which all elected officers shall be installed, including the incumbent President Elect who automatically becomes President. The Secretary shall tally these ballots and convey the results to the President.~~

~~2. *Term of Office.* The Secretary and Treasurer shall serve for three years, may succeed themselves and both offices may be occupied by a single individual. The Chapter Representative shall serve for one year and may succeed himself/herself. All elected Officers will take office on July 1st according to the results of the election. The term of office for the President Elect, the President, and the Past President shall be one year. Incumbents in these offices *ipso facto* cannot succeed themselves. The Secretary and the Treasurer shall also serve for one year, but may succeed themselves. The Council Representative shall serve for three years, may be appointed, and may succeed himself/herself.~~

~~3.1. *Resignation.* An officer may resign at any time by notifying the President or~~

another officer. Any vacancy of an elective office occurring between elections shall be filled by a majority vote of the Board of Directors.

4.2. *Vacancy*. An office may be declared vacant by a two-thirds vote of the Board of Directors. Reasons for such action include failure of the elected officer to carry out in a timely manner the duties of office described below.

5.3. *Duties*. The duties of officers shall be as follows:

a) *President*. As the chief officer of the Chapter, the President shall normally preside at all meetings of the Chapter and of the Board of Directors and shall be responsible for preparing agenda for these meetings. He/She can call special meetings as hereinafter provided.

The President shall name members to fill all appointive positions and shall appoint all committee chairpersons except those which are *ex officio*, as provided elsewhere in these By-Laws. He/She may likewise appoint committee members, or may delegate that duty to the respective committee chairperson. All such appointments must be ratified by a majority vote of the Board of Directors. When needed, the President shall recommend to the Board of Directors the formation of special committees. He/She shall appoint the Chapter Historian.

b) *President-Elect*. The President-Elect shall serve on the Board of Directors and *ex officio* shall be chairperson of the Program Committee. He/She shall perform the President's duties in the absence of that Officer.

c) *Past-President*. The Past-President shall serve on the Board of Directors and *ex officio* shall be chairperson of the Nominating Committee.

d) *Secretary*. The Secretary shall serve on the Board of Directors, shall keep the minutes of all meetings of the Chapter and of the Board of Directors, shall send all notices, shall be custodian of the Chapter's current records, shall keep a register of Chapter membership with mailing addresses, email addresses, etc., shall maintain a mailing address~~Post-Office box~~ for the Chapter, shall handle Chapter correspondence, shall tally the ballots for elections and referenda, and *ex officio* shall be chairperson of the Membership Committee. The Secretary also shall perform such other duties as may be assigned from time to time by the Board of Directors or the President.

e) *Treasurer*. The Treasurer shall have custody of and responsibility for all funds of the Chapter, shall collect dues and all other funds payable to the Chapter, shall issue receipts, shall deposit all funds in the name of the Chapter in suitable

banks or depositories, shall invest Chapter funds in suitable instruments approved by the Board of Directors, and shall disburse Chapter funds in accordance with guidelines established by the Board. He/She shall perform such other duties as may be assigned from time to time by the Board of Directors or the President.

The Treasurer shall serve on the Board of Directors and shall provide that body with interim financial reports as requested. He/She shall balance and close the Chapter books at the end of the fiscal year and shall report on the financial position of the Chapter to the Board of Directors and to the general membership at the Annual Meeting.

f) ) *Council Representative.* The principal duties of the Council Representative shall be to represent the Chapter at meetings of the ASA Council of Chapters and to provide liaison between the Chapter and the Association. He/She shall also serve as a Director.

#### **Article IV. Board of Directors**

1. *Election.* Directors shall be elected by ballots ~~mailed~~mailed, emailed or other similar means -to all individual members in good standing. Elections will be conducted each June. Directors shall serve for three years and may succeed themselves. All elected Directors will take office on July 1st according to the results of the election.~~Such ballots must be mailed at least two weeks prior to the Annual Meeting at which elected Board members shall take office. A member may serve on the Board of Directors not more than three consecutive one year terms, not including those served *ex officio* as an Officer.~~

2. *Resignation.* A Director may resign at any time by submitting a notice to the President, or to the Secretary. An Officer who resigns as a Director shall be deemed also to have resigned as an Officer. Any vacancy on the Board of Directors between elections shall be filled by a majority vote of that body.

3. *Dues.* The Board of Directors is the legislative and policymaking body of the Chapter. However, its actions are subject to the referendum of individual members as provided below.

Each year the newly elected Board of Directors has the duty either to prepare a schedule of regular chapter meetings, or to review and approve such a schedule submitted by the

chairperson of the Program Committee. The Board has the authority and the duty to review and ratify all presidential appointments and all appointments by committee chairpersons. Special meetings of either the Board of Directors or the general membership are normally called by the President. However, the Board may petition the President to call such meetings. This petition must be signed by a majority of the Directors and shall be binding on him/her. If the President is unavailable or indisposed, the petition becomes binding on the President-Elect or the Past-President, in that order.

4. *Referendum*. Upon written petition of at least ~~ten~~twenty-five percent of the Chapter membership, any action of the Board of Directors shall be subject to a referendum of the membership as a whole. The proposed referendum, together with a ballot, shall be ~~mailed~~mailed, emailed or other similar means to all individual members in good standing at least 30 days prior to the voting date. The Secretary shall receive and count the ballots, publish the results, and preserve the ballots as records of the Chapter. The will of the membership as expressed by a majority of those voting shall govern.

## **Article V. Committees**

1. *Standing Committees*. The functions of those Standing Committees enumerated in the Chapter Constitution are described below.

a) *Program Committee*. This committee shall provide speakers or other suitable activities for the Regular Meetings of the Chapter, except that a Special Committee may be formed for a particular meeting. In the latter case, the Chairperson of the Program Committee shall be a member of the Special Committee. The Program Committee also shall provide a meeting place and such other arrangements as may be appropriate. The President-Elect is *ex officio* the chairperson of this committee.

b) *Membership Committee*. This committee shall inform prospective members, both individual and organizational, about the objectives and activities of the Chapter and about the benefits of membership in it. This committee shall solicit

applications for membership from suitable candidates, shall review all applications for membership, and shall send their recommendation in each case to the Board of Directors. The Secretary is *ex officio* chairperson of this committee.

This committee may serve a public relations function, e.g., advertising the meetings and special activities of the Chapter by having them announced on the radio as community activities, etc.

c) *Nominating Committee*. This committee shall prepare annually, from the roster of eligible members, a slate of candidates consisting of one or more nominees for each office. However, such nominations shall not preclude further nominations by members at the time of election. The Past-President is *ex officio* chairperson of this committee.

d) *Other Standing Committees*. The Board of Directors may form other Standing Committees with such functions and powers as the Board deems proper.

2. *Special Committees*. The Board of Directors may form special Committees with such functions and powers, and for such periods of time, as may seem necessary and proper.

3. *Historian*. This is an appointive office; although there is not a committee, the incumbent shall have the same status as a committee chairperson. The incumbent shall be custodian of the Chapter's past records and other related materials; he/she may be called upon by the President or the Board of Directors to prepare historical accounts of various Chapter activities.

## **Article VI. Meetings**

1. *Regular*. The first scheduled Regular Meeting of the Fiscal Year is the Annual Meeting. Regular Meetings are those meetings of the general membership scheduled by the Board of Directors or by the Chairperson of the Program Committee with the approval of the Board. These meetings provide a means for realizing the objectives of the Chapter as enunciated in Article II of the Constitution.

2. *Annual.* The last scheduled Regular Meeting of the Fiscal Year shall be held in May. At this meeting a Treasurer's report shall be presented, reports by other Officers may be presented, ballots shall be tallied and election results announced, the new Officers and Directors shall be installed, and such other business transacted as may come before the Meeting.

3. *Special.* Special Meetings of either the general membership or the Board of Directors shall be called by the President, except as already provided in these By-Laws.

4. *Notice.* Except as otherwise provided in these By-Laws, notice of all Regular and Special Meetings of either the general membership or the Board of Directors shall be given to each individual member or Director personally. Such notice may be delivered orally, *at least* 48 hours beforehand. The presence of any individual member or Director at a meeting shall constitute waiver of notice by that individual.

5. *Quorum.* Except as otherwise provided in these By-Laws, those individual members in good standing and present at a duly convened meeting shall constitute a quorum for the transaction of business at any meeting of the general membership. Five or more Directors, present at a duly convened meeting of the Board of Directors, shall constitute a quorum for the transaction of business by that body.

6. *Majority Rule.* Except as otherwise provided in these By-Laws, the act of a simple majority of the individual members present at any duly convened meeting of the general membership shall govern; likewise, the act of a simple majority of the Directors present at any duly convened meeting of the Board of Directors shall govern.