

BYLAWS

SOUTHERN RURAL SOCIOLOGICAL ASSOCIATION

Article I. NAME. This Association will be called the Southern Rural Sociological Association (SRSA).

Article II. PURPOSE AND OBJECTIVES. The purposes and objectives of the Southern Rural Sociological Association will be to foster the study and understanding of rural sociology and its application to problems of rural sociology (and related social sciences), especially in the southern United States. This Association will be operated exclusively for educational and scientific purposes as specified in Section 501(c)(3) of the Internal Revenue Code of 1986.

Article III. COMPENSATION LIMITATIONS. No part of the net earnings of the Association shall inure to the benefit of, or be distributable to its members, officers, or other private persons, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article I hereof.

ARTICLE IV. LOBBYING RESTRICTIONS. No substantial part of the activities of the Association shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Association shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.

ARTICLE V. IRS COMPLIANCE. Notwithstanding any other provision of these articles, the Association shall not carry on any other activities not permitted to be carried on (a) by an Association exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b)

by an Association, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

ARTICLE VI. MEMBERS. The membership will consist of persons and organizations having a professional interest in rural sociology and related social sciences. Subject to the will of the membership and other associations, the Executive Committee may enter into arrangements of joint membership with other regional and national associations interested in promoting rural sociology including but not limited to the Southern Association of Agricultural Scientists, the Rural Sociological Society, the Southern Sociological Society, and others. The Executive Committee may prescribe conditions for regular, student, institutional, or other membership categories found desirable to further the objectives of the Association and to broaden the base of interest and participation in its affairs.

ARTICLE VII. ASSOCIATION. The officers of this Association shall consist of President, President Elect, Program Chair, and Program Chair Elect who shall be elected for one year but shall serve until their successors will qualify; and Secretary-Treasurer and Webmaster who shall both be appointed. The President Elect shall normally become President the year following his or her election as President Elect, and the Program Chair will normally become the President Elect the year following his or her election to that office, and the Program Chair Elect will normally become Program Chair following his or her election to that office. The Secretary-Treasurer shall be appointed by the Executive Committee for a three (3) year term, with the option for a second three (3) year term upon mutual agreement of both parties.

The Executive Committee will be the governing body of the Association. The Executive Committee may adopt any rules and regulations for the conduct of its business not inconsistent with the Constitution of the Association or with rules or bylaws adopted at the annual meeting of the Association. The Executive Committee will appoint an Editor

and appropriate Associate Editors, to serve at the will of the Executive Committee. The Executive Committee will appoint a Webmaster to serve at the will of the Executive Committee for a renewable three (3) year term. The Executive Committee will also serve as the body to review the constitution and bylaws of the Association and recommend proposed changes to the membership at annual meetings of the Association.

ARTICLE VIII. MEETINGS. The Association will hold annual meetings with the time and place to be determined by the Executive Committee of the SRSA. Additional meetings or conferences may be scheduled by the Executive Committee subject to the will of the Association membership consistent with the Association's objectives.

The Executive Committee shall meet at least every three months and may do so telephonically or by other electronic means. A majority of Executive Committee members must attend the Executive Committee meeting to reach a quorum, and a majority of those in attendance at the Executive Committee meeting must vote in favor for business transactions to take place and motions to pass. The Executive Committee may vote for business transactions to take place by proxy at a meeting or by other written means for any business transaction outside a meeting with the transaction to be ratified by the Executive Committee at its next regular meeting.

ARTICLE IX. PUBLICATIONS. The Editor of the Association, with the assistance of appropriate Associate Editors, will be responsible for editing and preparing all journals and other publications of the Association. Complimentary copies of Association publications will be provided to the Library of Congress and the National Agricultural Library. Other copies may be distributed complementary to or sold to libraries and individuals at such price as will be decided upon by the Executive Committee. The Editor will be responsible for preparing additional issues of Association publications as determined by the Executive Committee.

ARTICLE X. DUES AND FEES. The Association will collect dues from its members

as determined by the Executive Committee to be necessary to further the purposes and objectives of the SRSA. The Executive Committee will also set rates for sale of publications and reprints consistent with the purposes of the Association and designed to generate income to further these purposes.

Section 1. Member Qualifications. Persons and Associations having a professional interest in rural sociology will be eligible for membership in the Association.

Section 2. Classes of Membership. The Executive Committee may establish and prescribe conditions for regular, student, institutional and other classes of membership as it will consider reasonable for furthering the objectives of the Association for broadening the base of interest and participation in its affairs.

Section 3. Dues. The Executive Committee will determine the annual dues required to be paid for membership in the Association.

Section 4. Termination of Membership. Membership in the Association will be terminated upon failure to make payment of dues prescribed herein before June 1 of each year.

ARTICLE XI. AMENDMENTS. These BYLAWS may be amended by a two-thirds vote of the paid-up members present at any regular annual business meeting or two-thirds of ballots returned by mail/electronic means. Amendments to be voted upon at the annual meeting or by mail/electronic ballot must first be approved by the Executive Committee and will be mailed by the Secretary-Treasurer to all members at least 30 days prior to the time established as the deadline for voting.

ARTICLE XII. STANDING COMMITTEES. Section 1. Executive Committee. The affairs of this Association will be managed and controlled by an Executive Committee consisting of the President, President Elect, Program Chair, Program Chair Elect and Secretary-Treasurer. The President of the Association will serve and the Chair of the Executive Committee. The committee shall meet at least every three months and may do

so telephonically or by other electronic means.

Section 2. Nominating Committee. At each annual meeting of the Southern Rural Sociological Association, a nominating committee will be appointed by the President. This committee will present candidates for the officers to the SRSA members in attendance. Care should be exercised to ensure the rotation of office holders among members and representative institutions, agencies, and Associations.

ARTICLE XIII. Elections. Section 1. Procedure. The election of the Executive Committee will be held at the annual meeting of the Southern Rural Sociological Association (SRSA). Members attending will be eligible to vote in the election. The candidate receiving the majority of votes cast for the office will be declared as the winner of the election for that office.

ARTICLE XIV. Vacancies. Any vacancy in any office because of death, resignation, or other crises will be filled for the unexpired portion of the term at any regular or special meeting of the Executive Committee by a vote of the majority of the Executive Committee.

ARTICLE XV. Responsibilities of Officers. Section 1. President. The duty of the President is to transact the business of the Association and to preside at the annual meeting of the Association.

Section 2. President Elect. The duty of the President Elect is to act for the President, when necessary, and to assist the President with the affairs of the Association as needed. The President Elect also serves as chair of the awards committee.

Section 3. Program Chair. The duty of the Program Chair is to develop the program for the annual meeting and to coordinate such effort with collaborators from partner organizations, as appropriate.

Section 4. Program Chair Elect. The duty of the Program Chair Elect is to assist and to

act for the Program Chair, when necessary. The Program Chair Elect also serves as chair of the membership committee.

Section 5. Secretary-Treasurer. The duties of the Secretary-Treasurer are to serve as the custodian of the records of the Association, to manage the financial affairs of the Association, and to carry out other responsibilities normally associated with the office of Secretary-Treasurer.

Section 6. Student Representatives. The Non-Voting Student Representative is an advisory position to the SRSA board. Two student candidates will be elected from the student membership to the non-voting advisory position of student representative to the SRSA board. The terms of commitment are for two years for Graduate Students, beginning at the annual meeting, and continuing through to the annual meeting in two years' time; the Undergraduate Student term is for one year from the annual meeting through the next annual meeting. Nominees must be Student Members of SRSA at the time of nomination and for the duration of their term.

ARTICLE XVI. WHISTLEBLOWER POLICY: If any member reasonably believes that some policy, practice, or activity of the Association is in violation of law, a written complaint must be filed by that member with the President and the Secretary//Treasurer. It is the intent of the Association to adhere to all laws and regulations that apply to the Association, and the underlying purpose of this policy is to support the Association's goal of legal compliance. The support of all Members is necessary to achieving compliance with various laws and unlawful activity, policy, or practice to the attention of the Association and provides the Association with a reasonable opportunity to investigate and correct the alleged unlawful activity. The Association will not retaliate against an Member who in good faith, has made a protest or raised a complaint against some practice of the Association, or of another individual or entity with whom the Association has a business relationship, on the basis of a reasonable belief that the practice is in violation of law, or a clear mandate of public policy. The Association will not retaliate against Members who

disclose or threaten to disclose to a supervisor or a public body, any activity, policy or practice of the Association that the Member reasonably believes is in violation of a law, or a rule, or regulation mandated pursuant to law or is in violation of a clear mandate or public policy.

ARTICLE XVII: DOCUMENT RETENTION POLICY. It is the intention of the Association to be accountable to the public and transparent through enforcing operational policies. The Association strives to eliminate accidental or innocent document destruction by following a document destruction/retention schedule. The President, or designee of the board, will review the document destruction schedule on a set date or by December 31 of each year and implement the recommendations by destroying documents based on the schedule below. In the event that documents must be kept permanently, the Director will ensure that those documents have been identified, recorded and stored in a safe place.

Type of Document	Minimum Requirement
Accounts payable ledgers and schedules	7 years
Audit reports	Permanently
Bank Reconciliations	2 years
Bank statements	3 years
Checks (for important payments and purchases)	Permanently
Contracts, mortgages, notes and leases (expired)	7 years
Contracts (still in effect)	Permanently
Correspondence (general)	2 years
Correspondence (legal and important matters)	Permanently
Correspondence (with customers and vendors)	2 years
Deeds, mortgages, and bills of sale	Permanently
Depreciation Schedules	Permanently
Duplicate deposit slips	2 years
Employment applications	3 years

Expense Analyses/expense distribution schedules	7 years
Year End Financial Statements	Permanently
Insurance Policies (expired)	3 years
Insurance records, current accident reports, claims, policies, etc.	Permanently
Internal audit reports	3 years
Inventories of products, materials, and supplies	7 years
Invoices (to customers, from vendors)	7 years
Minute books, bylaws and charter	Permanently
Patents and related papers	Permanently
Payroll records and summaries	7 years
Personnel files (terminated employees)	7 years
Retirement and pension records	Permanently
Tax returns and worksheets	Permanently
Timesheets	7 years
Trademark registrations and copyrights	Permanently
Withholding tax statements	7 years

ARTICLE XVIII. DISSOLUTION. Upon the dissolution of the Association, the Executive Committee shall, after paying or making provision for the payment of all of the liabilities of the Association, dispose of all the assets of the Association exclusively for the purposes of the Association in such manner as the Board of Directors shall determine, or to such Association or Associations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt Association or Associations under Section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future tax code. Any such assets not so disposed of shall be disposed of by the chancery court of the county in which the domicile of the Association is then located, exclusively for such purposes to such Association or Associations, as said


court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE XIX. FISCAL YEAR. The official fiscal year for the Association will be the calendar year (January through December).

CERTIFICATION

These bylaws were approved at a meeting of the board of directors by two-third majority vote on this 14th day of February 2022.

BY:


Digitally signed by Buddhi Gyawali
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State University, ou=College of
Agriculture,
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Date: 2023.07.26 12:45:18 -04'00'

Buddhi Gyawali, SRSA President

BY:



Robert Zabawa, SRSA Secretary

