

**BYLAWS OF THE  
INDIANA CHAPTER FOR THE AMERICAN SOCIETY FOR PUBLIC ADMINISTRATION**

**Article I. Name and Purpose**

Section 1. The name of this organization shall be the Indiana Chapter of the American Society for Public Administration, hereinafter referred to as the Society.

Section 2. This Society is organized for the professional and educational purposes of exclusively charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as now in effect or as may hereafter be amended (“Code”). Without limiting the generality of the foregoing, such purposes include the following:

- (a) Advancing the science, processes, and art of public administration.
- (b) Advancing the equality of opportunity of all persons through public administration.

In furtherance of its exclusively charitable and educational purposes, the Society shall have all general powers of an unincorporated association under the law of the state of Indiana as now in effect or as may hereafter be amended, together with the power to solicit and accept grants and contributions for such purposes.

Section 3. The Society shall serve the State of Indiana.

**Article II. Membership**

Section 1. Society members shall be limited to persons holding membership in the American Society for Public Administration.

Section 2. Society members shall have the right to vote for the Society Board of Directors and to participate in all Society activities.

**Article III. Board of Directors**

Section 1. The Board of Directors shall supervise and control the affairs of the Society and its actions that follow the general policies of the Society. The President shall serve as presiding officer of the Board of Directors.

Section 2. The Board of Directors of this Society shall consist of a minimum of five persons, representing a President, President-Elect, Secretary/Treasurer, Communications Director, and Membership Director. All officers serve a two-year term unless otherwise noted, with duties as follows:

2.1. The President shall president at all meetings of the Board and shall serve as the President of the Board of Directors for the organization; shall be an ex-officio member of all committees; shall appoint the Chairs for all committees; and shall establish the direction of the organization in consultation with the Board.

2.2. The President-Elect shall serve as a member of the Board of Directors; shall in the absence of the President, assume all duties and privileges of the President; shall permanently assume the duties of the President until the next election should the President resign or otherwise be unable to perform the duties of the office; shall serve as the incoming President for the next cycle of the Board.

2.3. The Secretary/Treasurer shall be responsible for preparing and issuing an annual report of Society activities to all members of the Society and shall be responsible for preparing and issuing an annual report of the finances of the Society to all members of the Society. The Secretary/Treasurer will prepare all annual reports to the State of Indiana and the Internal Revenue Service as needed to maintain the Society's good standing.

2.4. The Communications Director oversees the relationship between the chapter and its membership. This includes, but is not limited to, the chapters monthly newsletter and its social media presence.

2.5. The Membership Director oversees the building of chapter membership and institutional membership with the chapter, including the recruitment of both academic and practitioner members; shall serve as the contact person for members in regards to chapter issues, as appropriate.

Section 4. Members of the Board of Directors shall serve until their successors are elected or appointed to take office. The President shall make interim appointments to fill any vacancies on the Board. All interim appointees shall serve until the next regular election.

Section 5. The quorum of the Board of Directors shall consist of 3 members.

Section 6. All persons composing the governing body comprising the Board of Directors shall be members of the American Society for Public Administration or shall become members within thirty days after election or appointment and shall be Society members in good standing.

#### **Article IV. Nominations and Elections**

Section 1. Members of the Board of Directors shall be elected bi-annually by the membership from a slate of candidates prepared by a Nominating Committee. Terms of officers shall be for two years. The President and President-Elect are eligible for only one term in the position, but retain the opportunity for service in other positions or in future terms of the Board in the President or President-Elect role. All other members are of the Board are eligible for re-election as established by policy.

Section 2. Nominations shall be made by a nominating committee of three regular members to be appointed by the President at least sixty days before the annual meeting. Nominations may also be made from the floor by any regular members of the Society.

Section 3. A majority of the Society members voting shall decide all elections. In case of ties, the President shall cast the deciding ballot.

## **Article V. Meetings**

Section 1. This Society shall hold at least four program activities during the designated Society year, including the annual business meeting.

Section 2. The annual meeting shall be held in May or June unless otherwise specified by the Board of Directors.

Section 3. Other meetings of the Society shall be held at times and places designated by the President or by the Board of Directors.

Section 4. Society members shall be given at least seven days notice in writing of the time, place, and the scheduled business to be considered at all regular meetings.

## **Article VI. Committees**

Section 1. The Council may establish committees for various purposes. Committee chairs and members shall be appointed by the President. All such committees shall terminate at the annual meeting upon the election of new officers and Board of Directors.

## **Article VII. Fees**

Section 1. That portion of the national membership dues designated for rebate to the Society shall constitute the fee for Society membership.

Section 2. Other fees as deemed necessary for continuing and special projects may be assessed by the Board of Directors.

## **Article VIII. Amendments**

Section 1. Amendments to these Bylaws may be made in the following manner:

(a) Amendments may be proposed by the Board of Directors, such proposed amendments to be

submitted to the membership in accordance with Article V, Section 4, of this Constitution, and such proposed amendments may be adopted by a two-thirds vote of regular members present and voting at a regularly called meeting; or

(b) Amendments may be proposed by a two-thirds vote of regular members present and voting at a regular meeting.

Such proposed amendments are to be submitted to the membership in accordance with Article V, Section 4, of this Constitution, and such proposed amendments may be adopted by a two-thirds of regular members present and voting at the next succeeding regularly called meeting.

### **Article IX. Miscellaneous Provisions**

Section 1. No part of the net earnings of the Society shall inure to the benefit of, or be distributable to any director or officer of the Society, or any other private person, except that the Society shall be authorized and empowered to pay reasonable compensation for services rendered to or for the Society and to make payments and distributions in furtherance of the purposes set forth herein above.

Section 2. No substantial part of the activities of the Society shall be the carrying on of propaganda, or otherwise attempting to influence legislation (except as otherwise permitted by Section 501(h) of the Code, and the Society shall not participate in, or intervene in (including the publishing or distribution of statements concerning) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the Society shall not carry on any other activities not permitted to be carried on:

- (a) by an organization exempt from federal income tax under Section 501(c)(3) of the Code,
- or
- (b) by an organization, contributions to which are deductible under Section 170(c)(2) of the Code.

Section 3. In the event of dissolution or final liquidation of the Society, after paying or making provision for the payment of all of the liabilities and obligations of the Society and for necessary expenses thereof, all of the remaining assets and property of the Society shall be distributed to the American Society for Public Administration provided it remains organized and operated exclusively for charitable or educational purposes as shall at the time qualify as an exempt organization under Section 502(c)(3) of the Code, and if not, to an organization which does so qualify. In no event shall any of such assets or property be distributed to any director or officer or to any private individual.

Section 4. The fiscal year of the Society shall be January 1 to December 31.

Adopted by the organization on October 28, 2012.

Amended May 15, 2014.

Amended December 11, 2020.