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BYLAWS

OF THE NATIONAL ASSOCIATION OF STATE ARCHAEOLOGISTS

ARTICLE I

Name

The name of this organization shall be the National Association of State Archaeologists.

ARTICLE II

Purpose

The purpose of this Association shall be to facilitate communication among State Archaeologists and thereby to contribute to the conservation of cultural resources and to the solution of problems in the profession. Consensus views of NASA will be communicated to Governmental agencies and organizations concerned with management of cultural resources. Ethics and standards adopted by the Society of Professional Archaeologists will be observed by members of NASA.

ARTICLE III

Membership

Membership in the National Association of State Archaeologists shall be limited to the official State Archaeologist of each state and possession of the United States. In states and possessions where there is no statutory State Archaeologist or where the statutory State Archaeologist has informed NASA in writing that he/she does not wish to participate in NASA, an archaeologist employed by the state may be designated by the SHPO or, in the absence of such an appointment, by a Council of Archaeologists to participate in NASA. Membership is limited to one representative per state and possession. Annual dues shall be \$25.00, payable in advance on or before January 1 of each year.

ARTICLE IV

Meetings

Section 1.

There will be one regular meeting held each year in conjunction with the Annual Meeting of the Society for American Archaeology.

Section 2.

Members present at any annual meeting shall constitute a quorum.

Section 3.

Special meetings may be called by the President, upon the request of seven members, with 30-day advance notification to the membership.

ARTICLE V

Officers

The officers of the Association shall be a President, Vice-President, Secretary-Treasurer, and Newsletter Editor. These officers shall constitute an Executive Committee and shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Association.


ARTICLE VI

Elections

Section 1.

- A. Officers shall be elected by mail ballot at least 30 days before a regular annual meeting to serve for a term of two years or until their successors are elected, and their term of office shall begin at the end of old business at the meeting following their election.
- B. A plurality vote shall constitute an election.

Section 2.

 At the regular annual meeting of odd-numbered years, a Nominating Committee of three persons shall be appointed by the President. It shall be the duty of this committee to nominate candidates for the offices to be filled by mail ballot, and names of two or more persons will be placed on the ballot for each office.

ARTICLE VII

Duties of Officers

Section 1.

The President shall

- a. Maintain continuity of the Association by executing the provisions of the bylaws.
- b. Preside at all Association meetings.
- c. Make necessary arrangements for each Association meeting, after the date and location have been selected by the membership at the preceding meeting.

- d. Provide an agenda for each Association meeting.
- e. Appoint committees with the assistance and approval of the Executive Committee.
- f. Speak for the Association as a whole when so authorized by the membership at a meeting of the Association or in response to a questionnaire or mail request. If an immediate response is required from NASA, the Executive Committee, by phone response, may authorize the President to speak for the Association, subject to ratification by the membership at the next annual meeting.

Section 2.

The Vice-President shall

- a. Serve in the absence of the President.
- b. Act as chairman of the nominating committee.

Section 3.

The Secretary-Treasurer shall

- a. Receive dues and deposit them in an account in the name of the Association, and shall disburse funds from this account for publication of the Newsletter and for other necessary Association expenses.
- b. Maintain an up-to-date list of members and make this list available to the membership annually.
- c. Circulate mail ballots to the membership, compile the results of elections, and notify newly elected officers of the Association.
- d. Carry on necessary correspondence as directed by the President.
- e. Report to the membership at every formal meeting of the receipts, expenses, and financial conditions of the Association. No funds from dues are to be for salaries or otherwise to reimburse persons for time spent on Association business.
- f. Record the proceedings of all Association meetings.
- g. Keep copies of all records of the Association, bylaws and amendments, minutes of meetings, correspondence, and business transactions.
- h. Send notices of all meetings to members.

- i. Close the books within 15 days of the end of the fiscal year (January 1 - December 31), and present a financial statement at the next annual meeting of the Association.

Section 4.

The Newsletter Editor shall produce and distribute a Newsletter at least twice yearly. Additional newsletters may be issued as needs, funds, and time allow.

ARTICLE VIII

Committees

Such committees as the Association shall from time to time deem necessary shall be appointed by the President to carry on the work of the Association.

ARTICLE IX

Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Association may adopt.

ARTICLE X

Amendments

These bylaws can be amended by a two-thirds vote of the Association, provided that the amendment has been submitted through the Newsletter or by special notice to the membership along with a mail ballot.

ARTICLE XI

Dissolution

Should this Association be dissolved by the membership at some future time, all records of the organization and any balance in the treasury will be conveyed to the Society for American Archaeology for disposition.

Ratified December, 1979.
Amended, 1987.

The following represent changes to the bylaws of NASA by article and section.

Article IV

Section 2. Members present at any annual meeting shall constitute a quorum.

substitute:

Section 2. Members present at annual meetings shall constitute a quorum for the purpose of discussion of business. However, changes in bylaws or other changes in policy shall require an official vote of the membership.

Article V: Officers

The officers of the Association shall be a President, Vice-President, Secretary-Treasurer, and ~~Newsletter~~ Editor. These officers shall constitute an Executive Committee and shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Association.

Substitute:

The officers of the Association shall be a President, Vice-President, and Secretary-Treasurer. These officers shall constitute an Executive Committee and shall perform perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Association. The President shall appoint a Newsletter Editor with the approval of the other officers.

Article VI: Elections

Section 1.

a. Officers shall be elected by mail ballot after a regular meeting to serve for a term of two years or until their successors are elected, and their term of office shall begin at the opening of the meeting following their election.

Substitute:

a. Officers shall be elected by mail ballot after a regular meeting to serve for a term of four years or until their successors are elected, and their term of office shall begin at the opening of the meeting following their election.

Section 2.

At the regular annual meeting of odd-numbered years, a Nominating Committee of three persons shall be appointed by the President. It shall be the duty of this committee to nominate candidates for the offices to be filled by mail ballot, and names of two or more persons will be placed on the ballot for each office.

Substitute:

At the regular annual meeting during the third year of the officer's current term, a Nominating Committee of three persons shall be appointed by the President. It shall be the duty of this committee to nominate candidates for the offices to be filled by mail ballot, and names of two or more persons will be placed on the ballot for each office.