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GENERAL APPOINTMENTS

Program Chairman—Lewis T. Nielsen, V.P., AMCA, Dept. Biol., Univ. of Utah, Salt Lake City, UT 84112
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AMCA BYLAWS

As amended at the 1975 Annual Meeting, March 11-14, 1975 at Hotel Haddon Hall, Atlantic City, New Jersey. (For previous Bylaws and Amendments, see MOSQUITO NEWS V31(2):293, V33(3):469-473, and V34(4):475.

ARTICLE I. NAME AND PRINCIPAL OFFICE

Section 1. Name.—The name of this Association shall be the American Mosquito Control Association (hereafter in these bylaws shall be referred to as the Association).

Section 2. Principal Office.—The principal office of the Association shall be in the City of Fresno, California, or at such other place as the Board of Directors may designate.

Section 3. (New) Incorporation.—The Association shall be incorporated in the state in which the

principal office of the Association is located, or in such other state as the Board of Directors may designate.

ARTICLE II. OBJECTIVE AND PURPOSES

Section 1. The overall objective of the Association is to promote research on and control of mosquitoes and related subjects in the broadest sense and to disseminate knowledge of mosquitoes and related subjects throughout the world. The specific and primary purposes and the general purposes and powers are presented in the Articles of Incorporation, adopted in 1974.

ARTICLE III. MEMBERSHIP AND DUES

Section 1. Classes of Membership.—Classes of membership shall be:

a. Member.—Anyone concerned with or interested in mosquito control and related work, and

desiring to participate in the promotion and improvement of such work, may become a member of the Association upon application and approval by the Board of Directors.

Members shall pay annual dues of \$15.00; shall receive *Mosquito News* and shall be entitled to hold office, serve as members of standing committees, serve as delegates to conferences, and to propose motions and participate in discussions.

b. *Life Member*.—Any member may become a life member of the Association upon payment to the Executive Director of \$150.00 in a lump sum, and thereafter shall be exempt from further payment of dues.

Life members shall receive *Mosquito News*, enjoy the same privileges and carry the same responsibilities as members of the Association.

c. *Honorary Members*.—A person who has rendered exceptionally distinguished service in the various fields of mosquito control and related work may be accorded special recognition by election to honorary membership in the Association.

Nomination of a candidate for this honor must:

- (1) Be in writing
- (2) Bear the signature of ten members in good standing
- (3) Be addressed to the Board of Directors
- (4) Be endorsed by three-fourths of the Board of Directors before presentation at an annual meeting of the Association.

Honorary members pay no dues; receive *Mosquito News* and are entitled to all of the privileges enjoyed by members.

d. *Emeritus Member*.—Members retiring from active service who shall have been members in good standing of the Association for at least twenty (20) consecutive years immediately prior to retiring upon application may become emeritus members. Emeritus members shall be exempt from payment of dues, shall upon annual application receive *Mosquito News*, and be entitled to all privileges enjoyed by members as defined under Article III, Section I, a.

Section 2. Dues and the Fiscal Year

a. *The Fiscal Year*.—The fiscal year shall be from January 1 to December 31.

b. *Payment of Dues*.—Dues of members are payable on January 1. On June 1, any unpaid dues shall be declared in arrears, and the delinquent members shall not be in good standing.

c. *Dues of New Members*.—Dues of new members received by the Executive Director on or after October 1 shall be credited to the fiscal year beginning on the following January 1, and the new member shall receive the December issue of *Mosquito News*.

New members paying dues prior to October 1 shall be counted members for the current year, and shall receive all back numbers of *Mosquito News* for the current year.

Section 3. Resignations

a. *Written Resignations*.—A member may resign from membership only when in good standing. A resignation shall be presented to the Executive Director in writing.

b. *Reinstatement*.—A member who resigns after June 1 shall be liable for dues for the current year. A member who does not resign and whose dues remain unpaid for one fiscal year shall be dropped from membership. Such a member may be reinstated upon the payment of a reinstatement fee in amount equal to the annual dues, which shall be in addition to the dues for the current year.

ARTICLE IV. REGIONAL SUBDIVISIONS

Section 1. Regions.—There shall be recognized regions within the territory of the American Mosquito Control Association. The states, countries and/or territories comprising each region shall be listed in this section of the bylaws. Presently recognized and approved regions are: (1) CANADA: (2) NORTH ATLANTIC: Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont: (3) MID-ATLANTIC: Delaware, District of Columbia, Maryland, Kentucky, North Carolina, Tennessee, Virginia, West Virginia: (4) SOUTH ATLANTIC: Alabama, Florida, Georgia, South Carolina, Puerto Rico: (5) NORTH CENTRAL: Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio, Wisconsin: (6) SOUTH CENTRAL: Arkansas, Louisiana, Mississippi, Oklahoma, Texas: (7) WEST CENTRAL: Colorado, Kansas, Montana, Nebraska, New Mexico, North Dakota, South Dakota, Utah, Wyoming: (8) NORTH PACIFIC: Alaska, Idaho, Oregon, Washington: (9) SOUTH PACIFIC: Arizona, California, Hawaii, Nevada: (10) Latin America and Caribbean.

Section 2. Regional Directors.

a. There shall be a regional director elected from each region on the Board of Directors of the Association for a two-year term, as provided in Article V, Section 1, b, with tenure limited to two consecutive terms.

b. *Nomination and Election of Regional Directors*.—The regional directors shall be elected by the members of the region which they represent. The Regional Director during the last year of his two-year term and at least ninety (90) days prior to the annual meeting, shall appoint from the membership of his region, a Regional Nominating Committee of three members and designate the Chairman. The Regional Nominating Committee shall make up a ballot containing the names of

two or more nominees who have expressed their willingness to accept the nomination and serve as Regional Director if elected. The ballot shall also include a blank space for write-in candidates by the Regional members. To be eligible, write-in candidates for Regional Director also must have expressed their willingness to serve if elected. The Regional Nominating Committee shall send the ballot to all current Regional members whose names shall have been made available to the incumbent Regional Director by the Executive Director.

The Regional Nominating Committee, after receiving the marked ballots from the members, shall tabulate the votes and certify to the Executive Director prior to the appropriate annual business meeting, the name of the individual receiving the highest number of votes. Should there be a tie, the Regional Nominating Committee shall vote off the tie. In the event the office of Regional Director is vacated it shall be filled for the unexpired term by appointment of the Board of Directors.

The new Regional Director shall be advised of his or her election by the Executive Director. The newly elected Regional Director shall be expected, during his or her tenure of office, to attend the annual business meetings during the annual meetings and to represent the region throughout the term of office in all matters pertaining to the Association.

The Regional Nominating Committee shall be reimbursed by the Association for all necessary expenses incurred in the election of the Regional Director. An itemized statement of expenditures shall be submitted to the Executive Director and shall be paid subject to his approval.

ARTICLE V. BOARD OF DIRECTORS AND OFFICERS OF THE ASSOCIATION

Section 1. The Board of Directors

a. Members of the Board.—The Board of Directors shall consist of the Regional Director from each of the 10 regions of the Association and 7 Directors at large who shall be:

The President of the Association who shall serve as Chairman; the Vice President who shall serve as Vice Chairman; the President-elect; the retiring President and his immediate predecessor; the Treasurer; and the Executive Director who shall be a nonvoting member appointed by the Board.

b. Terms of Office.—The terms of the Chairman, Vice Chairman, President-elect and Treasurer shall be the same as their terms as Officers of the Association. The Executive Director shall serve for two years. The 10 Regional Directors shall serve terms of two years each and their election shall be so arranged that one-half of the terms shall expire each year.

c. Vacancies.—In case of a vacancy in the office of President and/or President-elect, the next officer, in line would ascend to the office so vacated. Vacancy of any other office, including Regional Director when required, shall be filled by the action of the Board of Directors.

Section 2. Officers

a. The Officers of the Association shall be a President, President-elect, Vice President, and Treasurer.

b. Terms of Office.—The President shall serve one year as President-elect and the following year as President. The Vice President shall serve for one year. The term of the Treasurer shall be two years.

ARTICLE VI. POWERS AND DUTIES OF OFFICERS

Section 1. President.—The President of the Association shall be chairman of the Board of Directors, and shall have the usual responsibilities and powers of supervision and management, such as pertain to his office, and such other powers as are specified in the bylaws or properly assigned from time to time by the Board of Directors. He shall have the following specific powers and duties.

- a. Shall preside at all meetings of the Association.
- b. Shall be ex-officio member of all committees of the Association except the nominating committee
- c. Shall present questions of policy for consideration by the Board of Directors
- d. Shall advise and instruct the secretaries of the Association
- e. Shall execute with the Executive Director of the corporation, all legal documents of the Association
- f. Shall with the approval of the Board of Directors establish or abolish standing and special committees in accordance with Article IX, and shall appoint members of all committees with the approval of the Board of Directors
- g. Shall call special meetings of the Association; initiate special action by correspondence or other means; name representatives to act in the name of the Association with instructions when there is such need; and to perform other such duties normally expected of him.

Section 2. President-Elect.—The President-Elect shall act in the absence of the President and shall assist the President whenever requested. He shall announce standing and special committees upon taking office as President.

Section 3. Vice President.—The Vice President shall assist the President and the President-Elect with the duties of these offices as directed.

Section 4. Powers and Duties of Officers.—The Executive Director shall have the following duties:

- a. Be responsible for setting in motion and following through with any action called for by the Board of Directors for:
- (1) Current activities
 - (2) For furthering development of the Association
 - (3) For coordinating the objectives, policies, responsibilities and services of the Association
- b. Be responsible for keeping of the minutes of the Association and Board of Directors when assembled in general meeting and of such other meetings as may be held. He shall be responsible for keeping in order and for compiling from time to time for information of the membership through publication in MOSQUITO NEWS reports of proceedings derived from such meetings and from proceedings of the Board of Directors as carried on by correspondence.
- c. The Executive Director of the Association, with paid clerical help, shall:
- (1) Prepare and keep up-to-date a membership roster, including such pertinent information about members as directed by the Board of Directors and to discharge all other clerical duties that may be specifically assigned to the Executive Director in other parts of these bylaws.
 - (2) In advance of the mailing date, advise the publisher of MOSQUITO NEWS of any new names that should be added to and any names that should be dropped from, the mailing list or confirm the existing mailing list if no changes are to be made.
 - (3) For the collection of dues, he shall bill each member for current and unpaid dues and any other charges due the Association, at least one month before January 1.
 - (4) To reach members at least one month before the "Delinquency" date, June 1, he shall send a "second notice" statement of still unpaid dues, quoting the bylaws to the effect that if dues are not paid by June 1, the member becomes automatically not in good standing and no longer eligible for membership privileges.
- d. As Executive Director of the Corporation, he shall have custody of the Corporation Seal and shall execute with the Chairman of the Board all legal documents of the Association and affix the seal thereto, and in this capacity shall use the title Executive Director of the Corporation.
- e. He shall prepare and submit all reports as required by the Corporate Charter of the Association and the laws of the State of incorporation.
- f. He shall receive and record all dues and other moneys paid the Association; and shall make disbursements as directed by the Board of Directors; and shall distribute a quarterly financial statement

to each member of the Board of Directors providing detailed information on expenditures and other pertinent budgetary matters.

g. He shall assist as needed the Finance and Policy Committee and the Treasurer as needed in the preparation of annual budget estimates for consideration by the Board of Directors.

h. He shall perform such other duties as may be prescribed by the Board of Directors.

i. He shall be bonded by a recognized company.

Section 5. Treasurer.—The Treasurer shall have the following duties:

a. Receive regularly from the Executive Director a record of all moneys paid to or disbursed by the Association.

b. Serve as custodian of Association funds and of title deeds, business papers, bonds and other securities belonging to the Association.

c. Manage the reserve funds of the Association in such a manner as to insure their safe and steady growth.

d. Engage a certified public accountant to audit the books annually.

e. Submit to the Board of Directors a financial statement for the current year together with the report of the auditor.

f. Prepare, with the assistance as needed of the Executive Director and the Finance and Policy Committee, the budget estimates for the next fiscal year for consideration by the Board of Directors.

g. Perform such other duties relating to the office of Treasurer as may be prescribed by the Board of Directors.

h. He shall be bonded by a recognized company.

Section 6. Board of Directors.—The Board of Directors shall have the general power to administer the affairs of the Association and to carry out its program and policies and shall act for the Association between annual meetings. It shall have the following specific powers, responsibilities, and duties:

a. Adopt rules to govern its own proceedings

b. Supervise the financial administration of the Association

c. Establish an annual budget for the Association

d. Confirm establishment or abolition of standing or special committees, and appointments of individuals as members or chairmen of committees.

e. Prescribe policies governing the activities and functions of the Association and the regions.

f. Determine the place and date of annual and special meetings and notify the membership thereof.

g. Report its actions and decisions to the membership at each regular business meeting for ratification or approval and publish annually in *Mosquito News* these reports.

h. A quorum of the Board of Directors shall be a simple majority of the membership thereof.

i. The Board of Directors shall appoint for a two-year term the Executive Director of the Association. At the pleasure of the Board this officer may succeed himself for an indefinite number of terms. This provision shall become effective upon its adoption by the membership, provided however, that the first appointment under this provision shall not be made before the time of expiration of the present term of office.

Section 7. Association Agent.—The Board of Directors shall appoint an "Association Agent," for a one-year term, who shall be a resident of the State of New Jersey and a member of the Association. This Officer may succeed himself for an indefinite number of terms. He shall assist the Executive Director in the preparation of all reports to the State of New Jersey as required by the Corporate Charter of the Association and the laws of the State of New Jersey.

ARTICLE VII. NOMINATION OF OFFICERS

Section 1. Nominating Committee.—A nominating committee shall be established each year and will be composed of the outgoing President, who will serve as Chairman, and the 10 Regional Directors.

Section 2. Duties of the Nominating Committee.—The Nominating Committee shall submit to the Executive Director four (4) months prior to the next annual meeting its nomination or nominations, if not unanimous, for each office to be filled in the ensuing year, except the office of Regional Director. Where nominations for this section are not unanimous, the names of the two nominees receiving the most votes by the Nominating Committee will be placed on the ballot for mailing to the general membership. All nominations including write-in candidates, shall carry the consent of the nominee and assurance that he will serve if elected.

ARTICLE VIII. ANNUAL MEETINGS AND ELECTION OF OFFICERS

Section 1. Annual Meetings.—The Association shall hold an annual meeting, the place and date of which shall be determined by the Board of Directors and announced through *Mosquito News*,

or such media the Board may decide, not less than eight months before the date set for said meeting. The annual meeting shall be open to all members of the Association. However, only members in good standing shall be eligible to participate in the proceedings.

Section 2. Election of Officers.—The Executive Director shall prepare a ballot containing the names of the nominees referred to him by the nominating committee and a space for a write-in candidate for each office, which ballot shall be mailed to every member in good standing approximately three months prior to the annual meeting. The ballot, in order to qualify for counting, shall be returned by the individual members to the Executive Director at latest by the date of the business meeting immediately previous to the annual meeting. The ballots shall be opened and tallied by the Executive Director in company of at least two other officers or directors of the Association, and the results of the election shall be presented to the membership during the regular business meeting. All elective officers shall be elected by a plurality of the total votes cast for each office. The name of the current President-elect, who automatically ascends to the office of President, shall not appear upon the ballot for election of officers. In case of a tie vote for any elective office, except regional directors, the election will be decided by a majority vote of the members voting at the annual business meeting.

ARTICLE IX. COMMITTEES OF THE ASSOCIATION

Section 1. Types of Committees.—There shall be two types of committees in the Association: Standing and special. Except for those committees established by the bylaws, committees shall be established or abolished by the President with the approval of the Board of Directors.

Section 2. Terms of Committee Members.

a. *Standing Committees.*—Members appointed to standing committees shall serve for three years. They will be appointed so that one-third of the terms expire each year. Members may be reappointed. The Chairman shall be appointed by the President.

b. *Special Committees.*—Members appointed to special committees shall serve one-year terms. They may be reappointed. The Chairman shall be appointed by the President.

Section 3. Only Association members may serve on standing committees. Nonmembers may serve on special committees. Size of committees shall be determined by the President.

ARTICLE X. PUBLICATIONS

Section 1. Publications.—The Association shall publish *Mosquito News* as the official publication of the Association. *Mosquito News* shall be pub-

lished quarterly or more often as the Board of Directors may authorize. The Association may publish from time to time, as public interest and needs warrant, special bulletins and other publications.

Section 2. Editorial Boards.—An Editorial Board consisting of three members shall be appointed by the President for each regular publication (i.e. MOSQUITO NEWS, MOSQUITO SYSTEMATICS). Each member shall serve a three-year term; the term of one member shall expire each year. The retiring member of the Board shall serve as Chairman during the last year of his term. The Chairman of each of these boards shall serve as a member of the Publications Committee. In addition to the editorial boards for the regular publications, the President shall appoint a three member editorial board for each Bulletin that is being drafted. The members will serve until the Bulletin is completed, but none will serve on the Publications Committee.

Section 3. Publications Committee.—The Publications Committee shall consist of 5 members—the Chairman of the Editorial Boards of the two regular publications (i.e., MOSQUITO NEWS, MOSQUITO SYSTEMATICS), and three at large members appointed by the President for three-year terms, one term expiring each year. The retiring at large member of the Committee shall serve as Chairman during the last year of his term. The Publications Committee shall establish policies concerning all publications of the Association and follow closely the development of Bulletins and other special publications. The separate Editorial Boards will handle the details regarding their respective publications.

Section 4. Editors.—The Board of Directors shall

appoint the editor and other staff members of MOSQUITO NEWS and other regular publications after receiving recommendations from the Publications Committee. The President shall appoint the editors of Bulletins and special publications who shall also serve as Chairmen of the editorial boards for the respective publications.

ARTICLE XI. PARLIAMENTARY AUTHORITY

Section 1. Parliamentary Authority.—The rules outlined in Robert's "Parliamentary Law" and Robert's "Rules of Order, Revised," shall govern Association procedure in all instances where they are applicable and in which they are not inconsistent with these bylaws.

ARTICLE XII. AMENDMENTS TO THE BYLAWS

Section 1. Report of Bylaws Committee.—All proposals to amend the bylaws shall be submitted to the Executive Director or to the Chairman of the Bylaws Committee at least four (4) months prior to the date of the annual meeting. The report and recommendations of the Bylaws Committee shall be sent to the members of the Board of Directors at least sixty (60) days prior to the annual meeting, and the Executive Director shall mail copies of the report to each member of the Association at least thirty (30) days prior to the annual meeting.

Section 2. Amendments to Bylaws.—These bylaws may be amended at any annual meeting of the Association by a two-thirds vote of members present. These bylaws may also be amended at any regular business session of the Association without previous notice by three-fourths majority of the membership present.