

(Adopted 26 April 2003)

**CONSTITUTION OF THE
ARIZONA REGIONAL ASSOCIATION
OF THE
NATIONAL SPELEOLOGICAL SOCIETY**

ARTICLE I. Name of the Organization

The name of this organization shall be the Arizona Regional Association (ARA) of the National Speleological Society (NSS).

ARTICLE II. Purpose of the Organization

The purpose of the ARA shall be the same as the NSS, with the additional purposes to outreach to all Arizona cavers, promote the discovery, exploration, study and conservation of the caves in Arizona and to promote safe techniques of cave exploration.

ARTICLE III. Qualifications of Members

1) All cavers who are qualified to be full voting members of the NSS and are residents, or past residents, of the State of Arizona are eligible to be members of the ARA. All members are strongly encouraged to be members of the NSS.

ARTICLE IV. Governing

1) The ARA shall be governed by an Executive Committee made up of the following officers: Chair, Vice-Chair, and Secretary-Treasurer.

2) The officers shall be elected annually at a regularly scheduled meeting of the ARA.

3) The Executive Committee may make recommendations and may place items of business on the agenda at regularly scheduled meetings of the ARA but shall not be empowered to conduct any business binding on the ARA as a whole except as specifically provided in this Constitution or Bylaws of the ARA.

4) The Chair shall preside at all regular meetings of the ARA, may appoint committees and committee chairs and shall act at the official liaison of the ARA in dealings with the NSS and such local, state, and federal agencies with which the ARA may have reason to conduct business.

5) The Vice-Chair of the ARA shall preside at regular meetings of the ARA in the absence of the Chair and shall accept the duties of the Chair in the event of a vacancy in that office.

6) The Secretary-Treasurer shall maintain the records of the ARA, shall record minutes of all ARA meetings, shall carry on such official correspondence as may be directed by the Chair and shall be in charge of all moneys of the ARA. The Secretary-Treasurer may preside at meetings of the ARA in the absence of both the Chair and the Vice-Chair.

7) All officers shall be members in good standing of the NSS.

8) In the event that all of the Executive Committee members are unable to fulfill the requirements of their positions during their normal term (death, resignation, expulsion), an Emergency Executive Committee can be two (2) member Grotto Chairs. This Emergency Executive Committee would only act to lead the Membership in elections of new Officers to fulfill the remainder of the normal term of the missing Officers.

ARTICLE V. Meetings

1) Regular meetings of the ARA shall be held at least annually at a time and place to be arranged by the Executive Committee.

2) Special meetings of the ARA may be called upon written request to the Executive Committee of at least 2/3 of the members of the ARA. Advance notice of special meetings must be given to each member of the ARA at least fifteen (15) days prior to such meeting.

3) If no member of the Executive Committee is present at a meeting, no official business may be conducted.

ARTICLE VI. Voting

1) Each member of the ARA shall be entitled to one (1) vote and unless otherwise specified in this Constitution or Bylaws of the ARA. A majority vote of the members present shall be required for the passage of any business.

2) Any Member may appoint another Member as proxy to vote for him or her. The presiding officer must be notified of such proxy appointment directly or in writing by the absent Member.

ARTICLE VII. Dues

The amount of dues, if any, their due dates, and their collection procedures as requirement for membership in the ARA, shall be determined by a majority vote of members present at a regularly scheduled meeting.

ARTICLE VIII. Amendments

This Constitution may be amended by a $\frac{3}{4}$ vote of the members in attendance at a regularly scheduled meeting of the ARA provided that the proposed amendment or amendments has been submitted in writing to each member of the ARA at least fifteen (15) days in advance of such meeting.

**BYLAWS OF THE
ARIZONA REGIONAL ASSOCIATION
OF THE
NATIONAL SPELEOLOGICAL SOCIETY**

26 April 2003

MEMBERSHIP

GENERAL

The Membership consists of those individuals qualified by the Constitution of the ARA that have paid the dues specified by Constitution within the previous calendar year. The Secretary-Treasurer shall keep the records of the Membership. Membership shall be for a calendar year starting in January.

APPLICATIONS

Applications for Membership shall be in writing to the Secretary-Treasurer. Applications for Membership may be forwarded by Grottos of the Region for the individual Member. The application shall include the name of the Member, email or regular address, and the dues, if any, specified by the Constitution of the ARA.

TERMINATION OF MEMBERSHIP

Membership shall be terminated for nonpayment of dues. A member dropped for nonpayment of dues may be reinstated immediately upon payment of current dues.

Membership may be terminated by a Member for any reason by written notification to the Executive Committee. Membership so terminated shall not be refunded any dues paid to the ARA.

EXPULSION

Members may be admonished, suspended from certain privileges, or expelled from ARA membership for any of the following reasons:

- 1) Willful misuse of ARA property or facilities.
- 2) Willful disregard of the safety of themselves and/or others while participating in ARA activities.
- 3) Conduct detrimental to the Purpose of the ARA and/or the NSS.

Disciplinary action shall be initiated only upon presentation to the Executive Committee of a written petition for disciplinary action, submitted by at least two (2) Members of the ARA not in the same household. The Executive Committee shall take actions deemed necessary to notify the accused member, or members, in writing, of the petition and of the place, date, and time at which the petition shall be considered by the Membership. The accused member, or members, shall have the right to speak on their own behalf.

Disciplinary action under this provision shall be taken only upon a 2/3 vote of the Membership present at a properly called meeting, after presentation to the Membership by the Executive Committee.

COMMUNICATIONS

All communications with, or from, the ARA that are required to be written, may be in the form of email.

COMMITTEES

Committees and Chairs of Committees may be established and appointed by the Executive Committee or the Membership, by a majority vote of the members present at a regular meeting, to execute the work of the ARA. Each committee chair shall select the personnel and promote the activities of that Committee. Committees shall have a defined life, decided upon at the formation of the Committee.

ASSESSMENTS AND GIFTS

No special assessments may be made against Members of the ARA. The Executive Committee may solicit voluntary contributions of money or time for specific purposes. A charge may be made for special publications, extra copies of regular publications, and fees may be collected for use of ARA property when approved by the Executive Committee.

Gifts and bequests may be made to the ARA in any form or amount and for any use compatible with the purpose of the ARA.

FINANCES

The ARA may acquire real and intangible property, including equipment, literature, and other materials for use by, and on behalf of, the Membership. The fiscal year is the calendar year.

DISSOLUTION

In the event of dissolution of the ARA, all assets remaining after meeting outstanding liabilities shall be assigned to the NSS. However, if the NSS is not then in existence or is no longer a qualified distributee, or unwilling or unable to accept the distribution, the assets of this organization shall be distributed to a fund, foundation, or corporation organized and operated for the purposes specified in Section 501 (c)(3) of the Internal Revenue Code of 1954 or the corresponding provision of any future U.S. Internal Revenue Code.

AMENDMENT

These Bylaws may be amended by a 2/3 vote of the members in attendance at a regularly scheduled meeting of the ARA provided that the proposed amendment or amendments has been submitted in writing to each member of the ARA at least fifteen (15) days in advance of such meeting.