LIMNOGEOLOGY DIVISION BYLAWS
Established by Council on April 27, 2002

▲ ARTICLE I

ORGANIZATION, NAME, AND PURPOSE
1. This division of The Geological Society of America, Inc., is organized in accordance with Article IX, Divisions of the Society, of the bylaws of that Society and is governed by the provisions of that article.
2. Name. The name of the division is the Limnogeology Division of The Geological Society of America, Inc.
3. Purpose. The purpose of the Division is to promote (1) the research on both ancient and modern lakes around the world, (2) the collaboration of scientists from all disciplines on lake research, (3) the presentation and publication of lake research, and (4) students in performing research or wishing a career in lake studies.

▲ ARTICLE II

MEMBERSHIP
1. Any Member, Fellow, Honorary Fellow, Associate, or Affiliate of the Geological Society of America who is in good standing may affiliate with the Limnogeology Division. To effect such affiliation, an applicant shall express his/her desire in writing to either the Secretary of the Division or to the Executive Director of the Society. All Division members, except GSA Affiliates and Associates, may vote and hold office in the Division. GSA Affiliates and Associates may serve on committees as conferees.

▲ ARTICLE III

FINANCES
1. The Division shall be financially responsible for its normal expenses. All other financial obligations or commitments of the Division must have prior approval of the Council.
2. The Division may collect annual dues or special assessments from affiliates when recommended by its Management Board and approved by a majority vote of the voting affiliates.
3. The Division may solicit and accept contributions of funds to be used and expended under supervision of its Management Board and subject to Council approval.

▲ ARTICLE IV

OFFICERS AND MANAGEMENT BOARD
1. Officers. The officers of the Division shall be the Chair, Vice-Chair, Secretary and Treasurer. Terms of office shall be two years. Terms of office shall begin and end at the annual meeting. Only the Secretary and Treasurer may be re-elected to the same office for consecutive terms.
2. Management Board. The Management Board shall consist of the Chair, Vice-Chair, Secretary, Treasurer, and immediate Past Chair.
3. Election of Officers. The nominating committee of the Division shall nominate candidates every two years for all offices. These nominations shall be published in the spring issue of the Division's newsletter. Voting will take place in the summer, and officers will be inducted at the annual business meeting in the fall.
   ▪ Other Methods of Nomination. A nomination for any of these positions also may be made by any four voting affiliates of the Division in good standing who shall verify that the candidate is qualified and willing to serve in that office. The nominations shall be accepted if signed by the nominating affiliates and received by the Secretary no later than June 1.
   ▪ If other candidates are nominated and approved by the Management Board, they will be added to the regular ticket and shall be submitted by the Secretary of the Division to the Executive Director of the Society who shall have a ballot prepared and distributed to the voting affiliates during the summer.
The election of officers shall be in accordance with the election procedures of the Society and shall be under the supervision of the Society. All provisions governing the election of officers of the Society which are applicable to the Division shall govern the election of officers of the Division.

**ARTICLE V

COMMITTEES**

1. **Program Committee.** A program committee consisting of two or more voting affiliates of the Division shall be appointed by the Management Board.

   - The program committee shall plan and arrange for the technical sessions of the Division at the annual meeting and such other programs as may be directed by the Management Board.
   - The program committee chair, or someone designated by him/her, plus one other member of the program committee, or someone designated by him/her, shall serve as the Division’s program representatives on the Council’s Joint Technical Program Committee.
   - The program committee may plan research symposia, at various times and places, and may appoint Division representatives to organize and chair the symposia.

2. **Nominating Committee.** A nominating committee consisting of three voting affiliates of the Division, one of whom shall be designated chair, who are not members of the Management Board, shall be appointed annually by the Chair of the Division.

   - The nominating committee shall nominate candidates for all officers every two years.

3. **Other Committees.** Other committee chairs may be appointed by the Division Chair with the approval of the Management Board. After a division award is established, the bylaws will be amended to include definitions, criteria, and procedures relevant to that award and establishing an awards committee to oversee the award process.

4. **Responsibility.** Reports, recommendations, or other actions by appointed committees, other than the nominating committee, shall be subject to the approval of the Management Board. After such approval, the Secretary of the Division shall report appropriately to the Executive Director of the Society if the attention or action of the Council is required. Appointed committees shall present annual reports which shall be summarized in the annual report of the Management Board.

5. **Tenure.** Committee appointments shall expire at the close of the next annual meeting of the Division, unless otherwise specified. Vacancies on committees may be filled by interim appointment at any time by the Division Chair. Committee members may be re-appointed for up to three consecutive terms.

6. **GSA Associates and Affiliates.** GSA Associates and Affiliates may be appointed as conferees to any committee.

**ARTICLE VI

MANAGEMENT**

1. **Management Board.** The property and affairs of the Division shall be managed by the Management Board. At the annual business meeting, the Management Board shall submit a report of the preceding year's activities of the Division that shall include the reports of the Chair and the Treasurer and the reports of the various committees. Before February 15 of the following year, this report shall be submitted by the Secretary and Treasurer of the Division to the Executive Director of the Society. A summary of the report will be presented to the affiliates of the Division in the Division's newsletter.

2. **The Chair.** The Chair shall preside at meetings of the Division and the Management Board. The Chair shall submit a report to the Management Board of the activities of the Division during his/her term of office and on future plans.

3. **Vice-Chair.** The Vice-Chair shall assume the position of Chair in the event of the absence or disability of the Chair or after serving two years in office.

4. **Secretary.** The Secretary shall keep records of the proceedings of the Division and shall act as secretary of the Management Board. He/she shall maintain liaison with GSA headquarters and shall serve, ex officio, as a member of all committees.
4. The Treasurer shall notify the officers and the members of the committees of their election or appointment and shall arrange for issuance of notices of all Division and Management Board meetings and of election results.

5. Treasurer. The Treasurer shall keep records of the financial proceedings of the Division. He/she shall account to the Council of the Society for all funds advanced by the Society.

6. Past Chair. Upon completion of his/her term in office, the Chair shall assume the position of Past Chair for two years. The Past Chair shall serve as an advisor to the Chair.

ARTICLE VII

MEETINGS

1. Annual Business Meeting. The annual business meeting of the Division shall be held during the annual meeting of the Society.

2. Management Board Meetings. The Management Board shall meet immediately prior to the annual business meeting. Special meetings of the Management Board may be called at any time by the Chair with the consent of a majority of the Management Board. Decisions may also be made by mail or electronic vote.

3. Technical Sessions. Technical sessions of the Division shall be held during the annual and regional meetings of the Society. Cooperative meetings with other societies, or other special programs, may be held at any time, subject to the approval of the Management Board.

4. Symposia. Research symposia sponsored by the Division shall be held during the annual meetings of the Society and may be held during regional meetings. Symposia chairs will be appointed by the program committee. Symposia topics will be determined by the symposia chairs and the program committee.

5. Informal Meetings. Informal research meetings may be scheduled by the Management Board and program committee during the annual and regional meetings of the Society.

ARTICLE VIII

DIVISION NEWSLETTER

1. The Division shall have newsletters published twice a year, spring and fall, which shall be mailed and/or distributed electronically to all affiliates of the Division.

2. A Newsletter Editor shall be appointed by the Management Board of the Division. The term of the editorship shall be three years, with possible reappointment.

ARTICLE IX

RULES AND AMENDMENT OF THE BYLAWS

1. The Management Board, by majority vote, may adopt, rescind, or amend rules supplementing the bylaws.

2. Bylaws of the Division may be adopted, rescinded, or amended according to the following procedures: (a) approval by the Management Board, (b) approval by majority vote of voting affiliates of the Division at the annual business meeting or by mailed and/or online ballot, and (c) ratification by the Council.

Meetings

The annual business meeting of the Division is held during the annual meeting of the Society.