

CONSTITUTION OF THE MAINE ASSOCIATION OF PROFESSIONAL SOIL SCIENTISTS

Article I

Name

The name of this organization shall be the “Maine Association of Professional Soil Scientists”.

Article II

Objectives

1. To promote the profession of soil science by maintaining high professional standards and code of practice.
2. To assist with the continuing education and training necessary for professional development of soil scientists.
3. To provide a forum for the exchange of ideas among members.
4. To promote a feeling of friendly and cooperative relations among members and other related professional organizations.

Article III

Membership

Section A: **Full members** are soil scientists that are licensed by the Maine Board of Certification for Geologists and Soil Scientists, or who have worked as a Natural Resources Conservation Service Soil Scientist (in the 470 series) in Maine for 3 years, or who have taught accredited college soil courses in Maine and have been an associate member of MAPSS for 3 years. Only full members may vote at association meetings. Maine Certified Soil Scientists must be full members.

Section B: **Associate members** are others that are practicing in or have an interest in the profession of soil science. Associates may actively participate in Association meetings, however, voting is restricted to full members only. They may also serve on committees.

Section C: **Honorary members** are those that are not currently practicing in the profession of soil science, but that have a sincere interest in promoting the field of soil science. These are nominated by any Full member to the

Executive Committee and upon the recommendation of this Committee, they may be voted in by a majority of the Full members present at the next annual meeting of the Association. Honorary members may actively participate in Association meetings, however voting is restricted to Full members only. They may also serve on committees.

Article IV

Organizational Structure

Section A: Standing Committees

1. Executive Committee
2. Bylaws Committee
3. Nominating Committee
4. Ethics Committee
5. Technical Committee
6. Legislative Committee
7. Program Committee

Section B: Ad hoc Committees

1. Appointed by Executive Committee as needed

Section C: Executive Committee

1. Consists of the President, Vice President, Secretary, Treasurer, Director and Previous President (who is otherwise not already on the committee).
2. Keep the membership informed of activities related to the profession of soil science.
3. Establish the time, date, and place of all meetings.
4. Have authority to approve expenditures not in excess of \$250.00
5. Assist the President in setting policies for the Association
6. All members of this committee shall be full members.

Section D: Duties of the President:

1. Preside at the meetings of the Association.
2. Appoint committee chairs.
3. Represent the association both verbally and in writing on issues which affect the profession of soil scientists.

Section E: Duties of the Vice President:

1. Prepare to assume the duties of President for the successive term, or if the President is unable to complete his term.
2. Preside over meetings in the absence of the President.
3. Provide advice and consultation to the President.

Section F: Duties of the Secretary:

1. Keep a written record of each meeting and send copies of the minutes to all the Association members.
2. Shall keep a written record of each Executive Committee meeting.
3. Send meeting notices to all Association members as set by the Executive Committee.
4. Keep the official records of all meetings and correspondents from and to the Association.
5. Be set up to pay bills when the Treasurer is unavailable.

Section G: Duties of the Treasurer:

1. Keep accurate records of all receipts and expenditures of the Association.
2. Keep the Executive Committee informed of the financial standing of the Association.
3. Present a written annual financial report to the membership at the annual meeting.
4. Pay all bills as approved by the executive committee or directed by vote of the Association.

Section H: Duties of the Director:

1. Represent the membership and its best interest as a member of the Executive Committee.

Section I: Duties of the Nominating Committee:

1. Prepare a slate of officers nominated by the membership, and present it to the Executive Committee and the membership at least 2 weeks before the annual meeting.

Section J: Duties of Bylaws Committee:

1. Review, discuss, and develop the proper wording for amendments to the Association's Constitution as directed by a vote of the membership.
2. Propose amendments to the Association's constitution, as agreed by a vote of the committee members, including in response to changes in laws, policies or procedures that may affect the Association.

Section K: Duties of the Ethics Committee:

1. Provide information and guidance to the Association for adhering to the Certification Board of Geologists and Soil Scientists Code of Ethics.
2. Chairman will act as a liaison between the Association and the Certification Board in matters pertaining to questions of professional ethics by a member of the Association.
3. Chairman will report to the Executive Committee any action taken by the Certification Board that may affect a person's standing as a member of the Association.
4. Chairman will appoint Committee members from the Association to review, discuss, and provide suggestions to address ethical issues of concern.

Section L: Duties of Technical Committee:

1. Provide guidance and information to the Association on technical issues in soil science
2. Review and develop the proper technical revisions to publications by the Association
3. Monitor the development and implementation of new or existing standards of practice, and inform the Association

Section M: Duties of Legislative Committee:

1. Monitor, review and report on the development and implementation of legislation and policies that affect the profession of soil science.
2. Inform the Executive Committee of legislation or policies that may have significant impact on professional soil scientists, which requires immediate action by the Association.

Section N: Duties of the Program Committee:

1. Develop, organize, and coordinate programs for the Association, including those for professional development (workshops, seminars, etc.) and the annual meeting.

Article V

Quorum

- Section A.** A quorum shall consist of one-third of the full members of the Association, or 25 members, whichever is the smallest number.

Article VI

Dues

- Section A. Dues shall be established each year by vote of the membership present at the annual meeting.
- Section B. Members who have not paid their dues to the Treasurer by the next regular, annual meeting shall lose their right to vote.
- Section C. Special assessments may be made of each member by the Executive Committee.
- Section D. Associate members shall be assessed a lesser amount of dues than full members.

Article VII

Meetings

- Section A. There will be one annual meeting to elect officers and set dues.
- Section B. The President or Executive Committee shall call meetings throughout the year as needed.
- Section C. Any member, in good standing, may request a meeting of the Association by contacting the president.
- Section D. Proper Parliamentary Procedure (“Roberts Rules of Order”) shall govern the Association’s meetings, when possible.

Article VIII

Amendments

- Section A. Amendments to this Constitution must be presented at the regular, annual meeting of the Association or mailed to the membership to be voted on at the following meeting.
- Section B. Before adoption, any proposed amendment must receive an affirmative vote of no less than 3/4 of the full members present.

