

TUBAC/ SANTA CRUZ COUNTY  
ARCHAEOLOGICAL SOCIETY  
BY-LAWS

ARTICLE I - MEMBERSHIP

1. Membership is open to persons interested in archaeology and who subscribe to the Objectives of the Arizona Archaeological Society and the Code of Ethics as set forth in the Constitution of this Society.

2. Membership shall consist of the following classes:

- |                 |                 |
|-----------------|-----------------|
| Active - Single | Active - Junior |
| Active - Family | Sustaining      |
| Active -Student | Honorary        |

A. Active Membership

(1 ) Active membership, single or family, shall be available to persons over 18 years of age, or, if less than 18 years old, upon graduation from high school.

(2) When more than one member of a family residing in the same household desires membership in the Society, he or she may apply at the family rate, which shall include juniors. All rights and privileges of membership apply equally to each membership, except that any publication shall be distributed as though all members of a family constitute a single membership.

(3) Minors between 12 and 18 years of age shall be eligible for membership until high school graduation. These members shall be entitled to participate in the activities of the Society but shall not hold any voting privileges. Their eligibility to participate in scientific activities may be limited further by the Executive Committee.

B. Honorary Membership.

Honorary members shall be individuals who have distinguished themselves in the field of anthropology and related fields or who have contributed to the welfare of the Society and who have been elected by vote of the Executive Committee. Honorary members shall not have voting privileges or be eligible to hold office.

ARTICLE II - VOTING MEMBERS

All voting members of the Society in good standing shall be eligible for any elective or appointive office in the Society subject only to restrictions defined elsewhere in the Article of the Constitution and By-Laws.

### ARTICLE III - EXPULSION

The Executive Committee may, by unanimous vote, expel from the Society any member whose acts are contrary to the ideals, objectives and accepted standards of the Society, or who otherwise uses his membership improperly.

### ARTICLE IV - EXECUTIVE COMMITTEE

1. The President, Vice President, Secretary, Treasurer or Secretary-Treasurer if those positions have been combined by the Executive Committee, and Immediate Past President shall serve for one year. The Directors shall serve for three years, one-third (1/3) being elected each year to insure continuity in office.

2. The President shall be the presiding officer and Chairman of the Executive Committee, and shall appoint members of the Society to special committees or assignments as necessary. The President shall exercise all duties and responsibilities commonly associated with the office.

3. The Vice President shall act as President either in the absence of the President or in the case the office of President is vacated, in which situation he/she will fulfill the term of the vacant Presidency.

4a. The Secretary shall give timely notice of all meetings, and shall keep the roll of membership and shall have custody of correspondence and records except those which fall under the care of the Curator. He/She shall maintain the Minutes of each meeting of the Chapter and of each meeting of the Executive Committee.

4b. The Treasurer shall be controller of the accounts under the direction of the President, and shall make collections and disbursements under the supervision of the President as directed by the Executive Committee. He/She shall submit an annual report in December of each year and such special reports as may be called for by the President. The accounts of the Chapter shall be audited annually by a committee appointed by the President.

4c. The Executive Committee shall designate depositories in which the funds of the Chapter shall be kept. Bank accounts shall be kept in the name of the Society, and withdrawals may require two signatures, one of the Treasurer, or Secretary-Treasurer if those positions have been combined by the Executive Committee, and one of another officer of the Executive Committee at the discretion of the Committee.

4d. The positions of Secretary and Treasurer may be combined into one position of Secretary-Treasurer at the discretion of the Executive Committee.

5. The Directors elected will serve with the Officers as members of the Executive Committee and shall

act in any advisory capacity on all matters of the Society business in which they shall have a vote in the same manner as the officers. They shall have such other responsibilities as set forth elsewhere in these By-Laws and in the Articles of the Constitution.

6. Vacancies among the officers of the Society shall be filled in the following manner: If the office of the President becomes vacant, the Vice President shall complete the term; If both offices of President and Vice President become vacant, the Secretary or Secretary-Treasurer if those positions have been combined by the Executive Committee, shall complete the term of President; Any vacancies in offices shall be temporarily filled until the next regular election by a member of the Society appointed by the Executive Committee.

7. Any action of the Executive Committee may be over-ruled by a two-thirds (2/3) vote of the active members present at any general meeting of the Society.

#### ARTICLE V - APPOINTED OFFICES

1. The Curator shall be appointed by the Executive Committee and shall have custody of, register, and report all incoming publications received in exchange or as gifts. He/she shall act as custodian of all records relating to excavations, site locations, maps, collections of artifacts, and similar related records of the Society.

2. A Field Director shall be appointed by the Executive Committee from the ranks of the membership of the Society. The Field Director will be in charge of all site surveys and any excavation that is done in The Society's name. He/She will be held responsible for field notes, measurements, photographs, drawings, and sampling done by the members of the Society working under his /her direction. The Field Director should have had prior experience, under professional guidance, in the field in both site survey work and excavation. His/Her qualifications must be such that they are acceptable to the agency that has requested aid from the Society.

3. The Executive Committee shall appoint an Archaeological Advisor who shall assist the Chapter in being aware of the Federal and State laws which may apply to them as they undertake various field activities. The Archaeological Advisor's role also shall be to provide a basis of information for the Chapter by which it can evaluate its proposed activities and compliance with the By-Laws, and the Excavation Criteria, especially in the light of increased concern and involvement in the archaeological community by Native Americans. The Chapter remains responsible for what it does and for following these By-laws. The role of the Archaeological Advisor is to advise and recommend to the Chapter, not approve or originate Chapter activities. Archaeological Advisors must be approved as instructors by the Certification Department. The Chapter may request assistance from the State Board in obtaining an advisor.

## ARTICLE VI - ELECTIONS AND MEETINGS

1. General meetings shall be held monthly on the fourth Thursday of the month or any other date set by the membership and shall be open to the public.
2. Special meetings for the transaction of business pertaining to the Society and for the presentation of programs of interest to members may be called by the Executive Committee. The attending members shall constitute a quorum.
3. A Nominating Committee, appointed by the president shall present a slate of officers at the regular meeting held in November. Nominations may also be made from the floor with the prior consent of the nominee.
4. The election of officers shall take place at the regular meeting held in December, and the terms of all officers shall begin following the adjournment of the meeting at which such officers are elected.
5. In the first instance, three Directors will be elected. One Director shall be elected for a period of one year, one for a period of two years, and one for a period of three years. After the first year, a Director will be elected for a three year term.
6. Voting shall be by the members in good standing that are present and eligible to vote.
7. Those voting members present at any regular or special meeting shall constitute a quorum.
8. All meetings of the Society shall be conducted in accordance with Robert's Rules of Order.

## ARTICLE VII - FINANCES

1. The fiscal year of the Society shall begin on January 1st of each year.
2. Annual Dues shall become due on the first day of January. Persons accepted for membership after the first day of September in any year shall be exempted from date of acceptance to December 31st upon payment of the annual fee which will cover the annual period from the first day of January ensuing.
3. The annual dues for each class of membership shall be established by unanimous vote of the Executive Committee.
4. Income from annual dues of Active members, less any amount determined by the Executive Committee, together with gifts and other sources, shall constitute the working capital of the Society and shall be used for expenses consistent with the purposes of this Society.

## ARTICLE VIII - AMENDMENTS

These articles may be amended by the affirmative vote of a majority of the voting members at a meeting called for that purpose.

ADOPTED \_\_\_\_\_, 2007.

By \_\_\_\_\_  
Secretary