

BYLAWS OF THE ARIZONA ARCHAEOLOGICAL SOCIETY

Revised June 1, 2015, February 29, 2016, May 6, 2016, October 15, 2016, June 15, 2017

INDEX	ARTICLE I	<i>PURPOSES AND OBJECTIVES</i>	Page 1
	ARTICLE II	<i>MEMBERSHIP</i>	Page 1
	ARTICLE III	<i>CHAPTERS</i>	Page 3
	ARTICLE IV	<i>STATE BOARD OF DIRECTORS</i>	Page 6
	ARTICLE V	<i>EXECUTIVE COMMITTEE</i>	Page 8
	ARTICLE VI	<i>STATE PLANNING COMMITTEE</i>	Page 8
	ARTICLE VII	<i>FINANCES</i>	Page 8
	ARTICLE VIII	<i>PUBLICATIONS</i>	Page 10
	ARTICLE IX	<i>TRAINING, CERTIFICATION AND EDUCATION</i>	Page 10
	ARTICLE X	<i>AMENDMENTS</i>	Page 11

ARTICLE I *PURPOSE AND OBJECTIVES*

Section 1. The Arizona Archaeological Society Bylaws are for the purpose of implementing the Articles of Incorporation of Arizona Archaeological Society (Revised October 25, 2014).

Section 2. The stated objects, purposes and powers of this corporation and the general nature of the business it proposes to transact, as stated in ARTICLE III of the ARTICLES OF INCORPORATION OF ARIZONA ARCHAEOLOGICAL SOCIETY, are herein implemented and further defined to include the following objectives:

- To foster interest and research in the archaeology of Arizona
- To encourage public understanding and concern for archaeological resources
- To protect antiquities by discouraging exploitation of archaeological resources
- To aid in the conservation and preservation of scientific archaeological data and associated sites
- To serve as a bond between the professional and avocational archaeologist
- To increase knowledge and improve the skills of the members in the discipline of archaeology
- To participate in investigations in the field of archaeology and to put the information so obtained into published form
- To publish a journal and such monographs as the Publication Committee deems appropriate

ARTICLE II *MEMBERSHIP*

Section 1. Membership

Section 1-A. Membership in the Society shall be open to any person who holds to, and is in sympathy with, the purpose and objectives of the Society. Any person desiring active membership in the Society should apply to the appropriate officer of the Chapter of the applicant's choice.

Section 1-B. Membership in the Society shall consist of the following classes, with annual dues as indicated in Article VII.

ACTIVE MEMBERSHIPS: OTHER MEMBERSHIPS

- Active-Single Associate
- Active-Family Honorary
- Active Student Contributing
- Active-Junior Member at Large

Section 2. Active memberships: Single, Family, Student, Junior

Section 2-A. Active membership, single or family, shall be available only to persons over eighteen years of age, or if less than eighteen years of age, upon graduation from High School and after payment of dues.

Section 2-B. When more than one member of a family residing in the same household desires membership in the society, they may apply at the Family rate, which shall include juniors. All rights and privileges of membership apply equally to each registered active family member, except that publications shall be distributed as though all members of a family constitute a single membership.

Section 2-C. Active Student membership shall be limited to persons who are full-time post-high-school students. All rights and privileges of membership shall apply to Student memberships.

Section 2-D. Minors at least twelve years of age who are not a part of a family membership shall be eligible for Junior membership until high school graduation or until eighteen years of age. These members shall be entitled to participate in the activities of the Society. Their eligibility to participate in scientific or other specific activities may be limited further by the Chapter Executive Committee. Minors desiring Junior membership not covered by an active Family membership shall be eligible only if sponsored by an active member. Junior members shall not have voting privileges or be eligible to hold office or to serve as members of any committee, subcommittee or Board of Review.

Section 3. Other memberships shall receive the publications of the Society but shall not have voting privileges or be eligible to hold office or to serve as members of any committee, subcommittee, or Board of Review.

Section 3-A. Honorary members shall be elected by majority vote of the Board of Directors. A candidate may be nominated by any Chapter Executive Committee member or any single active member of the Society in good standing.

Section 3-B. A Member at Large shall be any person who does not reside near an active Chapter or is not able to attend meetings or activities of a local Chapter. Dues for Members at Large shall be set by the Executive Committee of the Board of Directors.

Section 4. An organization or group within a related organization already formed and actively functioning within the State of Arizona whose purpose is dedicated to anthropological study, research or interest may apply for affiliation with the Arizona Archaeological Society (AAS) and will be accepted subject to the following conditions:

Section 4-A. The affiliating group shall be dedicated to the pursuance and study of any or all of the anthropological studies and sciences.

Section 4-B. The Bylaws of said affiliating group shall be reviewed by and approved by the Board of Directors of the Arizona Archaeological Society and in no way shall they be in conflict with the articles of Incorporation or the Bylaws of the Arizona Archaeological Society. An affirmative vote of two-thirds (2/3) of the Board of Directors present shall be required for approval before affiliation with the Society.

Section 4-C. The members of said affiliating group shall approve and agree to accept and abide by the Articles of Incorporation and Bylaws of the Arizona Archaeological Society at the State level.

Section 4-D. Fees for affiliated organizations will be established annually by the Executive Committee of the Board of Directors.

Section 5. All active members of the Society in good standing shall be eligible for any elective or appointive office in the Society subject only to the restrictions defined elsewhere in the Articles of Incorporation and these Bylaws.

Section 6. Termination of memberships:

Section 6-A. Any member may withdraw from any Chapter of the Society by submitting his or her resignation in writing. This resignation shall be effective as of the date it is received by the Chapter Secretary.

Section 6-B. Payment of annual dues by January 1st shall be the responsibility of each member. Members two months in arrears will be dropped from the Society.

Section 6-C. Termination of membership shall operate as a release of all rights, title or interest in the assets of the Society.

Section 6-D. Any Three (3) members or more, of good standing, may request an investigation of the conduct of any member(s) of the Society, whose acts are alleged contrary to the ideals, objectives and accepted standards of the Society, or who is alleged to have otherwise used his or her membership improperly. Notice of such an action is to be made by sending a complete statement documenting all information and signed by the accusers, to the accused member(s) and the Chair and the Secretary of the State Board of Directors. The Chair of the State Board of Directors will appoint a committee of not less than three (3) members from the State Board of Directors, who are not members of the involved Chapter(s), to investigate the charges. The Committee will interview all parties concerned and try to resolve the situation by arbitration. If the charges are not withdrawn, the committee will review the action in the first available State Meeting and recommend a solution to the State Board of Directors. The State Board of Directors vote will be final. Notice of final disposition of the action by the State Board of Directors will be sent to all of the members involved.

Section 7. No member shall participate in any archaeological activity at any historic or prehistoric ruin, burial ground, or other archaeological or historic site, except where such activity is performed for the accomplishment of one or more of the objectives of the Society as set forth in the Articles of Incorporation and **ARTICLE I** of these Bylaws, is performed in a controlled and scientific manner and is in accordance with the Chapter Manual, Certification Manual, State of Arizona or laws of other states where applicable, and the laws of the United States of America relating to such activities.

ARTICLE III *CHAPTERS*

Section 1. Residents of an area not currently served by an existing chapter who qualify as active members and desire to form a Chapter of the Society, may make application in writing to the Secretary of the State Board of Directors. The Secretary will present the application to the State Board of Directors who will evaluate the application. Approval of the application will be by affirmative vote of two-thirds (2/3) of the State Board of Directors present.

Section 2. Chapter

Section 2-A. Every Chapter shall have an archaeological advisor who shall assist Chapters 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 Chapters by which they can evaluate their proposed activities and compliance with Bylaws and the excavation criteria as provided by the Training, Certification and Education Committee and Chapter Manual, especially in the light of increased concern and involvement in the archaeological community by Native-Americans. Each Chapter remains responsible for what it does and for following these Bylaws. The role of the Chapter archaeological advisor is to advise and recommend to a Chapter, not approve or originate Chapter activities. Archaeological advisors must be approved

as instructors by the Training, Certification and Education Committee. A Chapter may request assistance from the State Board of Directors in obtaining an advisor.

Section 3. A copy of each Chapter's Bylaws shall be furnished to the Secretary of the Board for the files. Any revisions must be approved by the Board of Directors and filed with the Secretary of the Board.

Section 4. Each Chapter shall furnish to the State Board of Directors annually, the Chapter's Annual Report as defined in the Chapter Manual. A copy of the Chapter's Annual Report shall be sent to the Second Vice-Chair of the State Board of Directors.

Section 4-A. Each Chapter shall furnish to the Chair of the State Board of Directors a written notice, containing all available information, of any new field projects to be undertaken. Any emergency field projects that are undertaken immediately shall be reported to the Chair of the State Board of Directors within two (2) weeks after starting the project.

Section 5. A Chapter that is unable to continue as a viable entity within the society and finds that it must disband will notify the State Chair of its decision as soon as possible. The State Chair will assign a liaison to work with the chapter to assist it. Any money in the Chapter Treasury will be sent to the State Treasurer, along with all Financial Records of the Chapter. Funds may be designated for distribution to one of the Society's Publication Funds or the General Fund. Refer to the AAS Chapter Manual for complete information on Disbanding a Chapter.

Section 6. Chapter Executive Committee

Section 6-A. Each of the local Chapters shall be governed by a Chapter Executive Committee composed of Directors from the Chapter, a President, Vice President, Secretary, Treasurer, Archivist and such other officers as the Chapter Executive Committee deems necessary. These officers shall be elected from the eligible membership of the Chapter.

Section 6-B. The Chapter Executive Committee may be composed of fewer officers than those named in **Section 6-A.**

Section 6-C. The Chapter Executive Committee shall approve contracts for the Chapter in the name of the Society. It shall have charge of the business, management, finances and approval of applicants for membership in the Society, and shall have jurisdiction in all disciplinary matters of the Chapter, subject to the provisions of **ARTICLE II, Section 6-D.** It shall enforce the authority given to it under these Bylaws and take any action necessary to conserve the best interests of this Society.

Section 6-D. The Chapter Executive Committee shall designate depositories in which funds of the Chapter shall be kept. Bank accounts shall be kept in the name of the Society. The Chapter Executive Committee *may* require two signatures, one of the Treasurer and one of another officer of the Chapter Executive Committee, for withdrawals.

Section 6-E. All written contracts and obligations of the Chapter may be signed by the President and/or Treasurer of the Chapter, or in the absence of either of these, by the officers acting in their places in accordance with these Bylaws.

Section 6-F. Meetings of the Chapter Executive Committee shall be called by the President or acting President. A simple majority of the Chapter Executive Committee members present shall constitute a quorum.

Section 6-G. Any action of the Chapter Executive Committee may be overruled by a two-thirds (2/3) vote of the active members at any general meeting of the Chapter.

Section 6-H. Chapter officers, shall serve for one year. Chapter Directors shall serve for three (3) years, one-third (1/3) being elected each year by vote of the membership of the Chapter.

Section 6-I. The President shall be the presiding officer of the Chapter and the Chapter Executive Committee. The President shall appoint members of the Chapter to special committees or assignments as necessary. The President shall exercise all duties and responsibilities commonly associated with the office and such others as are provided for by the Articles of Incorporation and these Bylaws.

Section 6-J. The Vice President shall act as President either in the absence of the President or in case the office of President is vacated, in which situation the Vice President will complete the term of the vacant presidency. The Chapter Executive Committee should establish an order of succession in the Chapter Bylaws if the offices of President and Vice President become vacant.

Section 6-K. The Secretary of the Chapter Executive Committee shall give timely notice of all meetings of the Chapter. The Chapter Secretary shall keep the roll of membership and shall have custody of correspondence and records except those which fall under the care of the Chapter Archivist. The Chapter Secretary shall maintain the minutes of each meeting of the Chapter and of each meeting of the Chapter Executive Committee. The Chapter Secretary may receive and register all applications for memberships in the Society forwarded to the Chapter. The Chapter Secretary's position may be combined with that of the Chapter Treasurer at the discretion of the Chapter Executive Committee. Duties of the Chapter Secretary may be assigned to another officer at the discretion of the Chapter President.

Section 6-L. The Treasurer of the Chapter Executive Committee shall be controller of the accounts of the Chapter under the direction of the President. The Chapter Treasurer shall make collections and disbursements under the supervision of the Chapter President as directed by the Chapter Executive Committee. The Chapter Treasurer shall submit an annual report by January 15 of each year to the Treasurer of the State Board of Directors of the Arizona Archaeological Society. The Chapter Treasurer shall submit such special reports as may be called for by the Chapter President. The accounts of the Chapter shall be reviewed annually by a committee of one or more appointed by the Chapter President.

Section 6-M. The Chapter Archivist shall have custody of, register and report all incoming publications received by purchase, in exchange, or as gifts. The Chapter Archivist shall act as custodian of all records relating to excavations, site locations, maps, collections of artifacts, and similar and related records of the Society Chapter.

Section 6-N. The business of the Chapter may be conducted by electronic mail where appropriate and where supporting paper records are maintained by the Chapter Secretary.

Section 7. Chapter Elections and Meetings

Section 7-A. The meetings of the Chapters of the Society shall be in accordance with guidelines established by the Chapter Executive Committees. These meetings shall be open to the public.

Section 7-B. The election of officers and Directors of the Chapters shall be held at a general meeting prior to the 31st of December. Each officer and Director shall be elected by a majority of all votes cast by the members present and eligible to vote.

Section 7-C. Candidates for officers and Directors may be nominated from the floor at a meeting held prior to the election meeting, or at the election meeting, for which prior notice has been given to all members that nominations will be made. Nominations may also be made by a committee appointed for this purpose by the Executive Committee.

Section 7-D. The terms of all officers shall begin following the adjournment of the meeting at which officers are elected, or in accordance with the Chapter Bylaws.

Section 7-E. When a new Chapter is formed, Chapter officers and three (3) Chapter Directors will be elected by the members of the Chapter. One Chapter Director shall be elected for a period of one (1) year, one for a period of two (2) years, and one for a period of three (3) years. After the first year, Directors from the Chapters will be elected as designated in **ARTICLE III Section 6-H** for three (3) year terms.

Section 7-F. All meetings of the Chapter shall be conducted in accordance with the most current edition of Robert's Rules of Order.

ARTICLE IV STATE BOARD OF DIRECTORS

Section 1. The State Board of Directors shall be the state-wide governing body of the corporation. The State Board shall have responsibility for policy and for coordinating the efforts of all Chapters of the Society throughout the state. The State Board shall also be responsible for granting approval of the formation of new Chapters and may expel from membership any Chapters and/or members whose acts are contrary to the ideals, objectives and accepted standards of the corporation or in violation of law.

Section 2. The State Board of Directors in the discharge of its duties shall have the power within the limitations of the Articles of Incorporation and the Bylaws to initiate any action, which in its judgment seems necessary or expedient to further the interest of the Society and to achieve its objectives; and appropriate such sums as may be deemed advisable, within its current resources. The State Board of Directors shall not involve the Arizona Archaeological Society in any attempt to affect any legislation to the extent that it exceeds the amount limited by law. In the discharge of its duties, the State Board of Directors may conduct its business by electronic mail where it is appropriate and where supporting paper records are maintained by the State Secretary.

Section 3. Throughout the Bylaws the terms *State Board*, *State Board of Directors*, and *State Director* shall refer to the governing body of the corporation as described in **Section 1** of this Article and to members of the governing body.

Section 4. The State Board of Directors shall consist of the current President or designated representative from each member Chapter of the Arizona Archaeological Society and the elected officers of the State Board. Each Chapter President or designated representative shall serve on the State Board of Directors for their respective Chapter terms of office. Each Director of the State Board of Directors shall have one (1) vote which represents the majority vote of the Chapter Executive Committee and one (1) vote by the State Chair which represents the majority vote of the State Executive Committee.

Section 5. The State Board of Directors shall elect officers of the Society, a Chair, a First-Vice Chair, a Second Vice-Chair, Secretary, Treasurer and such other officers, if any, as they may deem necessary. These elected officers shall constitute the Executive Committee as provided in **ARTICLE V** below. Voting shall be by Board members present and eligible to vote, or by proxy as defined in **Section 6**. The positions of Secretary and Treasurer may be combined at the discretion of the State Board. The terms of these officers shall be one year, and will be limited to a total of five years in any one office. By May 1st of each year, the State Chair shall appoint a Nominating Committee Chair who will immediately contact each Chapter President to obtain a list of eligible candidates for each office to be vacated in the coming year.

Section 5-A. Eligibility for all offices requires membership in the Society and, at a minimum, service for at least two years in a Chapter elective office or equivalent experience.

Section 5-B. The Chair of the Nominating Committee shall publish an election notice with at least a partial slate of officers in the September issue of *The Petroglyph* along with postings to the AAS Website. A complete slate of officers should be published in the October issue of *The Petroglyph* and posted on the website as soon as available.

Section 5-C. At the Annual meeting, the Chair of the Nominating Committee shall present the slate of office candidates to the Board of Directors, and begin the election by asking for nominations from the floor for each office. The election will be held and the new officers shall begin their term of office on January 1st of the coming year. The intermittent time will be used to facilitate a smooth transition.

Section 6. Meetings of the State Board of Directors shall be called by the State Chair. Notice of all meetings shall be given to all members of the State Board by the State Secretary. State Board members present at a duly noticed meeting shall constitute a quorum. Voting shall be by State Board members or their proxies who are present. A proxy is defined as any Society member holding a written authorization from a State Board member unable to attend. Written authorization shall be on a form prescribed by the Society and shall be submitted to the State Chair prior to roll call. State Board meetings shall be open to all active members of the Arizona Archaeological Society. The State Board of Directors shall meet at least annually.

Section 7. The annual meeting, and such other state meetings as deemed necessary, shall be held at a place designated by the State Executive Committee. The place of the meeting may be alternated, among various locations, depending upon availability of suitable facilities. The election of officers will take place at the annual meeting to be held on or before December 31st of each year, with the term of office starting on January 1 of the following year.

Section 8-A. The State Chair shall be presiding officer of the Society and of the State Board of Directors. The State Chair shall appoint members of the Society to special committees or assignments as necessary. The State Chair shall exercise all duties and responsibilities commonly associated with the office and such others as are provided for by the Articles of Incorporation and these Bylaws.

Section 8-B. The State First Vice-Chair shall act as State Chair either in the Absence of the State Chair or in case the office of the State Chair is vacated, in which situation he or she will complete the term of the vacant State Chairmanship. The State First Vice-Chair will assist the State Chair in his or her duties.

Section 8-C. The State Second Vice-Chair shall act as State Chair either in the absence of the State Chair and First Vice-Chair, or in case the offices of State Chair and First Vice-Chair are vacated, in which situation he or she will complete the term of the vacant State Chairmanship. The State Second Vice-Chair shall maintain records of annual reports from the Chapters and such other reports from the Chapters as may be required by these Bylaws.

Section 8-D. The Secretary of the State Board of Directors shall have custody of correspondence and records except those which fall under the care of the State Second Vice-Chair. The State Secretary shall maintain the minutes of each meeting of the Society and each meeting of the State Board of Directors. The State Secretary's position may be combined with that of State Treasurer at the discretion of the State Board of Directors.

Section 8-E. The State Treasurer shall prepare and submit a financial report to date at the annual meeting of the State Board of Directors. A complete consolidated statewide Final Financial Report for the year will be published in the March issue of *The Petroglyph* and on the webpage as soon as available, and accomplished in accordance with **ARTICLE VII**

Section 1. Approval of the Final Financial Report by the State Board of Directors will be by electronic or other means prior to its publication.

Section 9. Bank accounts under the control of the State Board of Directors shall be kept in the name of the Society. The State Board of Directors may require two signatures, one of the State Treasurer and one of another officer of the State Board, for withdrawals. There shall be a limit of \$10,000 for one signature.

Section 10. If a vacancy occurs among the officers of the State Board of Directors, the State Chair shall appoint one of the members of the State Board to fill the office until the next regular election.

Section 11. All meetings of the State Board of Directors shall be conducted in accordance with the most current edition Robert's Rules of Order, including the use of proxies as described in these Bylaws.

ARTICLE V *EXECUTIVE COMMITTEE*

Section 1. The Executive Committee shall be composed of the elected State officers of the Society.

Section 2. The Executive Committee shall have full power and authority over the general affairs of the Society, except setting policy, changing the Articles of Incorporation or the Bylaws of the Society, which are the responsibility of the full Board of Directors. This authority includes, but is not limited to, general supervision of the affairs of the Corporation (AAS) between its business meetings, fixing the hour and place of meetings, make recommendations to the Corporation (AAS) and shall perform such other duties as are specified in these bylaws. The Executive Committee shall be subject to the oversight of the Corporation (AAS); and none of its acts shall conflict with action taken by the Corporation (AAS).

Section 3. The Executive Committee shall report to the Board of Directors all actions taken since the last Board of Directors meeting.

Section 4. The Executive Committee shall meet at the discretion of the Chair.

ARTICLE VI *STATE PLANNING COMMITTEE*

Section 1. The State Planning Committee shall serve as a forum for discussion of issues, policies and all matters affecting the activities of the Arizona Archaeological Society for the purpose of furnishing studied advice to the State Chair, the State Executive Committee and the State Board of Directors. The committee shall arrive at a consensus of opinion on matters before them by vote prior to furnishing advice or recommendations to the State Chair, the State Executive Committee or the State Board. Their findings shall be presented to the State Board of Directors and members of the Society.

Section 2. State Planning Committee members shall consist of the State Executive Committee, all State Committee and Department Chairs, and any other Ad Hoc committee head that the State Chair deems appropriate. Any member may attend a Planning Committee meeting.

Section 3. The State Planning Committee shall meet to carry out its business before the State Board of Directors meeting and as often has deemed necessary by the officers to carry out their business.

Section 4. The State Planning Committee shall be responsible for creating and maintaining an AAS Chapter Manual. Publication of this manual will be on the website with availability to all members responsible for implementing said procedures.

ARTICLE VII *FINANCES*

Section 1. The fiscal year of the Society shall begin on January 1 of each year, and end on December 31. The fiscal year-end statewide accounts and statements of the Society will be completed by January 31st after fiscal year-end. The

financial accounts and statements will be reviewed annually by a non-State Board member. A brief report on the Financial Review will be submitted to the State Board of Directors not later than 160 days after fiscal year-end.

Section 2. Annual dues shall become delinquent the first day of January. Persons accepted for membership after the first day of September in any year shall be members until December 31st of the following year.

Section 3. Gross annual dues for each class of membership shall be determined by the Executive Committee of each Chapter, which shall include assessment fixed by the State Board of Directors. That assessment will be forwarded to the State Treasurer within 30 days of accepting the application.

Section 4. Income sources for the Arizona Archaeological Society (AAS).

Section 4-A. The income from the sale of publications, gifts and other sources, together with dues of Associate Members, Contributing Members, Members at Large, fees from affiliated organizations, and a portion of all other annual dues to be fixed by the Executive Committee of the State Board of Directors, shall constitute the working capital of the State Board of Directors. This income is for operations, publications and other current expenses consistent with the purposes of the Society.

Section 4-B. Chapters will be notified by publication no later than in the September issue of *The Petroglyph* of any change in the assessment for each class of membership.

Section 5. Income from annual dues of active members, less the amount determined by the State Board of Directors, in accordance with **Sections 3 and 4** of this **ARTICLE VII**, together with gifts to the Chapters, and other sources, shall constitute the working capital of the Chapters and shall be used as determined by the Chapter Executive Committee for expenses consistent with the purposes of the Society.

Section 6. The State Treasurer, under the direction of the State Chair, shall prepare a budget for the fiscal year, showing anticipated income and approved expenditures for presentation to the State Board at the Annual Meeting. The budget must be approved by the State Board. Deviation from the budget in the form of new items not covered or expenditures which exceed the budgeted amount must be reviewed and approved by the State Board before funds for such usages can be expended.

Section 7. Funds of the Society

Section 7-A. The Operating Funds shall receive all income from annual dues and investments of the Operating Funds, and all other sources of income of the Society not otherwise designated to be funds attributable to other Society funds upon receipt. The Society shall pay from the Operating Funds all current expenses of the Society as the State Board of Directors may direct.

Section 7-B. The Endowment Fund (the Fielder Fund) is a permanently restricted fund comprised of funds subject to donor-imposed restrictions that the fund be maintained permanently by the Society. Endowment funds shall not be commingled with other funds of the Society. All of the income, but not the principal, from the Endowment Fund may be expended by the Society for publication expenses. The Society may accept gifts to the Endowment Fund if donor restrictions are consistent with the purpose of the Society.

Section 8. There shall be a Finance and Investments Committee composed of no less than three (3) or more than five (5) members of the Society appointed by the State Chair. No two members can be from the same Chapter. In addition, the State Treasurer shall be an ex-officio member. The Committee will establish criteria from time to time to govern the manner of any investment of Society funds. Such criteria shall be ratified by the State

Board of Directors at a meeting of said State Board. Proposed changes in the criteria must be published in the Petroglyph at least one month prior to the meeting at which they will be discussed and voted upon. The criteria shall be approved by a majority of State Directors present or voting by proxy at said meeting.

ARTICLE VIII PUBLICATIONS

Section 1. The Chair shall appoint a Publications Chair to be responsible for all publications of the Society, with the exception of Chapter newsletters. The official newsletter of the Arizona Archaeological Society (AAS) shall be *The Petroglyph*.

Section 2. The Society, under the direction of the Publications Chair, shall publish the Arizona Archaeologist, a peer-reviewed series.

Section 2-A. The size, content and frequency of publication shall be governed by available material and cost.

Section 2-B. The cover of the publication shall contain the Arizona Archaeologist logo, Number of the publication, title, name of author and the date of publication. Ancillary information on the author shall be included as a paragraph on page ii of the publication.

Section 2-C. Peer-reviewed publications will reflect the work done by members of the Society and Society advisors (when such work is available for publication); and shall be referred to the Chair of the Publication Department through the affiliated Chapter's Executive Committee via the President. In the absence of publishable material from within the AAS, the Publications Chair may solicit manuscripts that would be of interest to the membership of the AAS.

Section 3. The results of all excavations or other research which is carried out by any Chapter of the Society shall be reported and filed with the Secretary of the Board of Directors, with a copy to the Publications Chair.

Section 4. All members shall receive all of the regular publications for the calendar year. Additional publications may be purchased at a rate to be set by the Publications Chair for each publication.

Section 5. Publications may be made available for purchase by the public when possible, at a price set by the Publications Chair.

Section 6. At least one copy of all publications of the Society shall be reserved for the archives by the State Archivist and the Publication Chair. Chapters should maintain copies of publications if conditions and facilities are available.

Section 7. All electronic publications, such as a Website, should follow the same objectives and ideals outlined in the Articles of Incorporation and Bylaws of the Arizona Archaeological Society. The Chair of the Board of Directors may appoint a Chairperson or "Web-master" to oversee all electronic publications using the identity of the Arizona Archaeological Society or its logo. This could also be included in the duties of the Publication Chair and reviewed by the Publications Committee.

ARTICLE IX TRAINING, CERTIFICATION AND EDUCATION

Section 1. There shall be a Training, Certification and Education Committee made up of representatives from each Chapter members of the Training and Certification Subcommittee, the Education Subcommittee, and three professional archaeologists who do not have to be members of the Society. The Training, Certification and Education Committee shall consist of interested members who wish to accomplish the goals of the Committee. The Training, Certification and Education Committee shall have a Chairperson who is appointed by the Chair of the State Board of Directors. The

Training, Certification and Education Committee shall also have a Secretary and Recorder which shall be appointed by the Committee Chair and confirmed by a majority of members present at the first meeting of the Committee each year.

Section 2-A. The Training and Certification Subcommittee shall prepare standards for the content of courses offered by the Society and set standards for certification of instructors for those courses and for Chapter Archaeological Advisors. The standards of courses and procedures for approvals shall be set forth in a Certification Manual which shall be on file with the Secretary of the Society and posted on the website, and which shall be consistent with most current Bylaws and Articles of Incorporation of the Society.

Section 2-B. The Education Subcommittee shall create and implement educational programs for the public, to instill an appreciation and respect for archaeology and archaeological sites in accordance with the objectives of **ARTICLE I** of these Bylaws.

Section 3. Each Chapter of the Arizona Archaeological Society shall have a representative on the Committee. That Representative shall be responsible for maintaining a current copy of the Certification Manual and also should be responsible for submitting new courses, instructors and the names of members attending classes to the Certification Recorder.

ARTICLE X AMENDMENTS

Section 1. These Bylaws may be amended by an affirmative vote of a majority of the Directors present or voting by proxy at a meeting called for that purpose or by a majority of Directors present or voting by proxy at the annual meeting of the Board of Directors.

Section 2. Amendments may be proposed by any active member of good standing in any Chapter.

Section 3. Notification of proposed amendments to the Bylaws will be published in *The Petroglyph* and the full text posted on the AAS website at least one month prior to a Board meeting. Proposed changes will be reviewed and discussed and voted upon at said meeting.

These Bylaws are herein amended effective June 1, 2015.

Sandra L. Gauthier
Signature

AAS State Secretary
Officer Title

June 10, 2015
Date

These Bylaws are herein amended effective February 29, 2016.

Sandra L. Gauthier
Signature

AAS State Secretary
Officer Title

February 29, 2016
Date

These Bylaws are herein amended effective May 6, 2016.

Sandra L. Gauthier
Signature

AAS State Secretary
Officer Title

May 6, 2016
Date

These Bylaws are herein amended effective October 15, 2016.

Sandra L. Gauthier
Signature

AAS State Secretary
Officer Title

October 15, 2016
Date

These Bylaws are herein amended effective June 15, 2017.

Sandra L. Gauthier
Signature

AAS State Secretary
Officer Title

June 15, 2017
Date