



DETROIT SECTION BYLAWS

ARTICLE I

NAME

The name of the organization shall be the Detroit Section of the Society of Plastics Engineers, Inc.

ARTICLE II

PURPOSES

The purpose of the Section is to foster education and growth in the Plastics industry in the Michigan counties of: Alcona, Alger, Alpena, Antrim, Arenac, Baraga, Bay, Benzie, Charlevoix, Cheboygan, Chippewa, Clare, Clinton, Crawford, Delta, Dickinson, Emmet, Genesee, Gladwin, Gogebic, Grand Traverse, Gratiot, Hillsdale, Houghton, Huron, Ingham, Iosco, Iron, Isabella, Jackson, Kalkaska, Keweenaw, Lapeer, Leelanau, Lenawee, Livingston, Luce, Mackinac, Macomb, Manistee, Marquette, Menominee, Midland, Missaukee, Monroe, Montmorency, Oakland, Ogemaw, Ontonagon, Osceola, Oscoda, Otsego, Presque Isle, Roscommon, Saginaw, Sanilac, Schoolcraft, Shiawassee, St. Clair, Tuscola, Washtenaw, Wayne, Wexford, and the portion of the southwestern tip of Ontario (Windsor area), lying southwest of Route 40, from Port Lambton to Erie Beach.

ARTICLE III

MEMBERSHIP

Those Members of the Society of Plastics Engineers who request membership in the Section shall be members of the Section. Members shall maintain the same grade of membership as assigned by the Society of Plastics Engineers. Member grades consist of: Emeritus, Distinguished Members, Fellows of the Society, Honored Service Members, Honorary Members, Senior Members, Members, Affiliate Members, Student Members, and Student Affiliate Members.

ARTICLE IV

GOVERNING AUTHORITY

The Section is incorporated under and shall be governed by the laws of the State of Connecticut.



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ARTICLE V

BOARD OF DIRECTORS

Section 1. Functions. Management of the Section is vested in a Board of Directors that meets at least five (5) times a year. The Board is responsible for the following:

- (a) Establishment and amendment of Section Rules and Operating Procedures
- (b) Adoption of the annual budget
- (c) Election of Section Officers
- (d) Election of interim Councilor and Directors
- (e) Authorization requests for Technical Conferences of the Society of Plastics Engineers (“SPE” or the “Society”)
- (f) Authorization of special fund-raising activities
- (g) Approval of appointments of Committee Chairs
- (h) Approval of annual audit and financial reports
- (i) Approval of student scholarships and member recognition awards

Section 2. Board Composition. The Section Board of Directors is composed of at least twelve (12) elected Directors, Section Officers, a Council Representative, Past President, and Emeritus Directors. Their terms of office are as follows:

- | | |
|---|-------------|
| (a) Maximum of Fifteen (15) Elected Directors | Three Years |
| (b) Section Officers | |
| President | One Year |
| President-Elect | One Year |
| 1 st Vice President | One Year |
| 2 nd Vice President | One Year |
| Secretary | One Year |
| Treasurer | One Year |
| (c) Councilor (Council Representative) | Three Years |
| (d) Past President | One Year |
| (e) Emeritus Directors | Lifetime |

All terms shall commence July 1, except that of Councilor, which shall commence after the annual business meeting.



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Section 3. Vacating Board Positions. A Section Board of Directors will declare a position vacated upon receipt of a resignation received in writing or at a Board meeting. Also, the Board may declare a seat vacant whenever a Board Member fails to meet eligibility requirements, fails to perform duties, or for any other reason the Board justifies for removal. Removal for failure to perform requires a two-thirds majority vote of all Board Members. Directors and Officers failing to attend three consecutive Board meetings without any means of communication will be considered to have violated eligibility requirements of their elected positions, except for excused absences reported in writing to the Section President.

Section 4. Interim Elections. When a vacancy occurs, the Board will elect an Interim Officer, Director, or Councilor to complete the fiscal year or complete the term of office if more than one year remains.

Section 5. Meetings. Meetings of the Board of Directors are called by the President and must be held at least five (5) times each year. A quorum will exist when the simple majority of voting Board Members are present. A written notice and the Order of Business (agenda) are prepared by the President and Secretary of the Section and must be sent to all Board Members and Committee Chairs at least one week prior to each meeting.

Section 5a. Voting Board Members

- (a) Maximum of Fifteen (15) Elected Directors
- (b) Section Officers
 - President
 - President-Elect
 - 1st Vice President
 - 2nd Vice President
 - Secretary
 - Councilor (Council Representative)
 - Past President
 - Emeritus Directors (Emeritus Directors need to select if they are voting or non-voting members when they are selected)

Section 5b. Voting Procedures. The Voting Procedures will follow the Robert's Rules of Order. However, if a person makes a motion for a vote and is personally benefiting from the motion, then that person must abstain from voting. If any board member is personally benefiting financially from the vote, they must abstain from the vote. When an unbudgeted item over \$5,000 is being recommended, the item will need to have a double vote at (2) separate meetings to be accepted.



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Section 6. Duties of Officers. In addition to responsibilities as a Section Director and other duties outlined herein, the President or Section Rules and Operating Procedures may delegate additional duties to be performed by a Section Officer.

Section 7. Section Executive Committee. A Section Board may authorize an Executive Committee to act on its behalf between meetings and to serve as a Steering Committee.

- (a) **Composition** - The Executive Committee of the Section will consist of the Officers, Past President, Emeritus Directors, and Councilor.
- (b) **Limitation of Powers** - The Executive Committee is subject to the Section Rules and Operating Procedures, if any. Any action taken must be in harmony with the actions of the Board. Only expenditures provided for in the budget and approved by the Board are allowed.
- (c) **Minutes** - Minutes of each Executive Committee meeting will be distributed promptly to all Board members. Upon the request of three or more Board members, any committee action must be submitted to the Board for consideration.
- (d) **Meetings** - Meeting locations, times, agendas, and updates are designated by the Section President. A meeting can be called upon the request of any three members of the Executive Committee, and at least a seven-day notice must be given prior to each meeting. However, this notice can be waived provided at least three-fourths of the Executive Committee agrees. A quorum will consist of a simple majority. A written proxy may be accepted from a Director on a specific motion proposed in writing prior to a Board meeting. General proxies will not be permitted.



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ARTICLE VI

SECTION ELECTIONS

Section 1. Section Elections. At the close of each year, the terms of one-third of the total number of elected Directors will end and Directors will either be elected or re-elected annually. They are elected by secret ballot to the Section Membership. Section Officers are elected annually on February 15. The Past President runs the election by secret ballot. All Officers serve for a term of one year, and all terms shall commence on July 1.

Section 2. Section Nominating Committee. The committee will nominate eligible members for each vacancy for the next fiscal year and present its nominations to the Board by February 15. Nominations are required annually for Officers and Directors and every third year for Councilor. Current Executive Board Members are exempt from the election process.

Section 3. Eligibility of Members to Serve. Every Board Member must be a paid-up member of the Society and of voting grade in good standing at the time of nomination, election, and during their term. To be eligible for election as a Section Officer, a candidate must be a Section Director at the time of the nomination. The Councilor may not serve in another Section Officer position during their term as Councilor. Certain members are restricted or have limited eligibility to serve on the Board of Directors.

- (a) The following are eligible to vote and to hold Section office: Members, Senior Members, Fellows of the Society, Honored Service Members, Distinguished Members, and Emeriti.
- (b) The following can vote and hold office: Everyone except Affiliate Members.
- (c) The following are not eligible to vote and hold office: Students, Student Affiliate Members, and Honorary Members.

Section 4. Election of a Council Representative. The Section Nominating Committee will nominate eligible members of the Section for the office of Councilor either in the year the current Councilor's three-year term expires or in the event of a vacancy more than one year before the Councilor's term expires.

- (a) Nominations will be considered at a meeting of the Board of Directors. Nominees may be accepted or rejected by majority vote. Nominations may be made from the floor and if the nominee gives consent.
- (b) A Councilor is only allowed to serve two consecutive terms. A Councilor who has served more than 1-1/2 years, or 4 half-year consecutive terms, is not eligible for re-election for three years.

Section 5. Election of Directors. Nominations are carried out at the time and in the manner prescribed for Councilor. On the ballot, the names of candidates are listed alphabetically or in a random manner (determined by drawing of lots). Voters will be instructed to "vote up to" (number



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of positions vacant), and spaces for the same number of write-in-votes will be provided.

Section 6. Election Procedure. Councilors and directors shall be elected as follows:

- (a) Nominations are approved, and consent is given by the nominee.
- (b) Ballots are sent to voting members affiliated within the Section.
- (c) Ballots are returned and counted, and those who have the highest number of votes win.
- (d) If there is a tie, then the electees are selected by the flip of a coin.

Section 7. Balloting. Between March 1 and March 15, the Section Newsletter Editor or designee will send ballots to voting members affiliated with the Section. A ballot will include the following:

- (a) Name of Section
- (b) Instructions to vote for the appropriate number
- (c) Names of candidates
- (d) Information on candidates (i.e., education, experience, SPE activities, etc.)
- (e) Spaces for an equal number of write-in-votes
- (f) A notice that the polls will close at 12:00 Midnight on March 31.

Section 8. Counting of Ballots. The Past President or his designated substitute will verify that each ballot returned is that of a voting-class member (member in good standing). All valid ballots will be delivered to the Past President.

The candidate receiving the highest number of votes will be elected. The Past President will notify the President-Elect, who will notify the winning candidate. All ballots will be retained by the Committee for at least 30 days and will be delivered to the Board for examination if so ordered.

ARTICLE VII

BOARD POSITIONS

The members of the Board of Directors and Officers shall fulfill those duties prescribed by the laws of the State of Connecticut.

ARTICLE VIII

FISCAL YEAR

The fiscal year of the Section shall be from July 1 to June 30 of the following year.



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ARTICLE IX

COMMITTEES

The Section shall establish and operate the following committees as described in the Society's Section Procedures Manual:

Program Committee	TPO Conference Committee
House Committee	AutoEPCON Committee
Membership Committee	Material Auction Committee
Communications Committee	Next Generation Committee
Social Outing Committee	Historian Committee
Awards Committee	Scholarship Committee
Education Committee	Advertising Committee
Inter-Society Committee	Bylaws & Compliance Committee
Nominations & Elections Committee	

ARTICLE X

SEPARATE LEGAL ENTITIES

The Section is a legal entity, separate from the Society. The Section is not responsible for the debts or obligations of the Society, and the Society is not responsible for the debts or obligations of the Section.

ARTICLE XI

AMENDMENTS

These bylaws may be amended by the Board of Directors with the approval of two-thirds majority vote of the Board of Directors. The general membership can present a modification to the Board at the annual Section planning meeting. This presentation must be in writing and submitted to the Board of Directors for review two weeks prior to the meeting.



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#	Date	Revision	Authors
001	05/09/16	Final review by Detroit Section BOD for approval for initial submission to SPE International for review and approval.	W. Hertlein S. Tarahomi P. Grelle